



ITS Institute

3771 Eastwood Drive, Jackson, Mississippi

Information Technology Course Catalog

January - March 2012

This Catalog is also
Find It Online
www.its.ms.gov
the ITS Home Page
Available on the Internet

About the ITS Institute: The Mississippi Department of Information Technology Services (ITS) Education Services Division offers an ongoing educational program designed to enhance and improve the computer and communication skills of personnel within state government. The training program is commonly called the ITS Institute. The curriculum is structured so that a person with no experience can begin with an introductory course and, if appropriate, progress to highly advanced levels of information processing.

The ITS Institute uses an automated system for course scheduling, registration, permanent records, and student transcripts. This system provides the necessary documentation for state agencies and the students regarding their training accomplishments. Certificates are provided to students upon successful completion of courses.

During Fiscal Year 2011, ITS offered approximately 175 instructor led classes to approximately 1,415 students, representing numerous state agencies, universities, community colleges, and governing authorities. The Institute curriculum has been expanded as the demand for information systems skills has increased. The ITS Institute provides the necessary education and training to make state personnel more productive at a significantly lower cost than outside training sources.

Customized Training: The ITS Institute has the resources to provide instruction in almost any information systems area needed by state government employees. In addition to the regularly scheduled courses, we will design a class to meet your specific training needs. We also provide online training in conjunction with MindLeaders.

Continuing Education is the Key to Success:

The future of Mississippi government depends on efficient execution of the services it provides. State budget constraints make it imperative that agencies use information technology effectively to increase personnel productivity. If agencies cannot perform their tasks more efficiently, services which they provide cannot be maintained, much less expanded to meet pressing needs. Continuing education and training are essential for the effective planning, implementation, support, and use of these technological solutions. The ITS Education Services Division offers an excellent means of fulfilling these goals in a cost-effective way.

Other Services Offered by ITS:

ITS offers a variety of other services including on-site training assistance and follow-up, system analysis, design, programming, documentation, project management, feasibility studies, long-range planning, procurement, telephone services, and general consulting. If we can be of service to you in any of these areas, please call (601) 432-8000.

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General Information

Welcome to the ITS Institute:

The ITS Institute, administered for the State of Mississippi by the Department of Information Technology Services, offers an educational program designed to enhance and improve the skills of information processing personnel within state government.

Facilities:

The ITS Institute is located at 3771 Eastwood Drive, in Jackson, MS. The Institute has two hands-on training labs. These labs are configured with a variety of PC applications and have communications capabilities with the mainframe at the State Data Center.

Instructors:

Highly trained individuals who work in the industry or are instructors at state colleges and universities teach ITS Institute classes. Instructors possess years of practical experience, as well as academic credentials. Constant monitoring and evaluation of instructors ensure that classes are taught by individuals with a wide range of knowledge, as well as exceptional teaching skills.

Registration:

Registration forms are included at the back of this catalog and must be returned 30 days prior to the class begin date to allow enough time to order materials for the courses. If it is impossible to have these forms returned by the date specified, please contact the ITS Institute and indicate the number of students to be enrolled in each course.

Class Size:

Class enrollment will be on a first-come, first-served basis. Class size is limited, and ITS reserves the right to establish class size and limit the number of students from each agency if the class size has to be cut. The ITS Institute reserves the right to cancel any class due to under-enrollment or other reasonable cause.

Textbooks & Materials:

The textbooks and materials used for each course are listed on the schedule. Each student must indicate on the registration form whether he or she needs materials for the course. Textbooks and materials will be ordered based on the information provided on the registration form.

Class Confirmation:

As soon as registration forms have been received and plans for the January to March classes have been finalized, students will be notified of the exact starting dates, instructors, and locations for each class at least two weeks prior to the first day of class.

Cancellations and Substitutions:

Registrants of ITS-conducted classes who cancel within 10 days of the first class meeting will be billed the full tuition. Registrants of vendor-conducted classes who cancel within 30 days of the first class meeting will be billed the full tuition. Substitutions are permissible any time prior to and including the day on which the course begins.

On-Line Training:

The ITS Institute has an agreement with MindLeaders to provide self-paced training to Mississippi public entities. State agencies, county and local governments, public schools, and institutions of higher learning are eligible to participate in this agreement. MindLeaders offers over 2,300 courses available via the Intranet or the Internet. Training is available anywhere, anytime. Please visit the ITS/MindLeaders website via the ITS website, www.its.ms.gov, for more course information.

Charges:

The total charge for ITS classes includes tuition, lab fee, and materials fee. See the schedule for estimated charges for individual classes.

Tuition for ITS classes is categorized as follows:

Course Type	State Employees	Non-State Employees
Overview courses less than 4 hours (IL)*	Free	\$100.00
Courses 10 hours or less (IL)*	\$100.00	\$400.00
Courses 11—20 hours (IL)*	\$150.00	\$450.00
Courses 21—30 hours (IL)*	\$300.00	\$600.00
Vendor-conducted course**	See Schedule	Contact ITS
Online training (Combined Technical/Business)	\$190.00/yr	N/A
Online training (Technical)	\$140.00/yr	N/A
Online training (Business)	\$110.00/yr	N/A
<i>* Instructor Led Courses</i>		
<i>** The maximum charges for on-site, vendor-conducted courses are listed on the schedule. The actual tuition billed to each student may be less than this amount if there are more than eight students. Scheduling vendor-conducted courses on-site results in significant savings to the State for tuition and travel expenses.</i>		

Nonexempt Employees:

For state agencies who are sending nonexempt employees to classes meeting after normal working hours, the agency must evaluate their liability for overtime for these employees as provided by the Fair Labor Standards Act. If you have questions as to whether an employee is exempt, please contact the State Personnel Board. This statement does not apply to individuals who are paying for courses themselves.

For More Information:

If you have questions regarding this catalog or the ITS Institute, please contact:

Susan McClain, Education Specialist (601) 432-8186

Connie Smith, Education Assistant..... (601) 432-8051

A+ COMPREHENSIVE (2009 OBJECTIVES) WINDOWS 7

Brief Course Description:



This course will prepare you for the CompTIA A+ Exam numbers 220-701 and 220-702 and includes the new Windows 7 content. Topics covered include:

- personal computer components
- operating system fundamentals
- technician professional best practices
- installing & configuring peripheral components and system components
- maintaining & troubleshooting peripheral & system components
- installing & configuring operating systems
- maintaining Windows
- network technologies
- installing & managing network connections
- supporting laptops & printers
- personal computer security concepts
- supporting personal computer security.

Prerequisites:

Students should have a basic knowledge of Windows-based personal computers, as well as a basic knowledge of computing concepts.

Materials & Approximate Course Cost:

Tuition for state employees	\$300.00
Lab Fees	\$125.00
A+ Comprehensive Approach (2009 Objectives) Windows 7	70.00
Estimated Costs for State Employee	\$495.00

Course: CA+C97

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Monday, February 6, 2012, for 1 week	Monday - Friday 8:30 AM - 4:30 PM Classroom 107	3771 Eastwood Dr., Jackson, MS Chris Keller

CISCO CCNA BOOTCAMP

Brief Course Description:



Topics covered include:

- key internetworking concepts as related to Cisco routers and the OSI Model
- assembling and cabling Cisco devices
- operating and configuring a Cisco IOS device
- managing a network environment
- catalyst 1900 operations
- extending switched networks with virtual LANs
- interconnecting networks with TCP/IP
- determining IP routes
- basic IP traffic management with access lists
- configuring Novell IPX
- establishing serial point-to-point connections
- completing an ISDN BRI call
- establishing a frame relay PVC connection
- password recovery
- Cisco product line.

Prerequisites:

Students should have MS-DOS experience and be able to identify the basic components of a network.

Materials & Approximate Course Cost:

Tuition for state employees	\$3,115.00
Estimated Costs for State Employee	\$3,115.00

Course: CNHCCNA

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1202	Starting Monday, March 26, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

INTERCONNECTING CISCO NETWORK DEVICES: LEVEL 1

Brief Course Description:



This course presents the concepts, commands, and practice required to configure Cisco switches and routers in multiprotocol internetworks. Topics covered include:

- operating and configuring a Cisco IOS Device
- managing your network environment
- configuring catalyst switch operations
- extending switched networks with VLANs
- determining IP routes
- managing IP traffic with access links
- establishing serial point-to-point connections
- establishing frame relay connections
- completing ISDN calls.

Prerequisites: Students should have A+ and Network+ experience.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNHICND1

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Monday, January 23, 2012, for 1 week	Monday - Friday 8:30 AM - 4:30 PM Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

INTERCONNECTING CISCO NETWORK DEVICES: LEVEL 2

Brief Course Description:



This course focuses on skills and knowledge necessary to install, operate, and troubleshoot a small to medium-sized branch office Enterprise network, including configuring several switches and routers, connecting to a WAN, and implementing network security. Topics covered include:

- small network implementation
- medium-sized switched network construction
- medium-sized routed network construction
- single area OSPF
- EIGRP implementation
- access control lists
- address space management
- LAN extension to a WAN.

Prerequisites: INTERCONNECTING CISCO NETWORK DEVICES: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNHICND2

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Monday, February 13, 2012, for 1 week	Monday - Friday 8:30 AM - 4:30 PM Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

CONFIGURING WINDOWS SERVER 2008 ACTIVE DIRECTORY DOMAIN SERVICES

Brief Course Description:



Topics covered include:

- installing Active Directory Domain Services
- configuring DNS for AD DS
- configuring AD objects & trusts
- configuring AD sites & replication
- creating & configuring Group Policies
- configuring user environments using Group Policies
- implementing security using Group Policies
- implementing an AD domain Services monitoring plan
- implementing an AD Domain Services maintenance plan
- troubleshooting
- troubleshooting Group Policies issues
- implementing an AD Domain Services infrastructure.

Prerequisites: Students should have a basic understanding of network operating systems.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNH6425

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1204	Starting Monday, March 19, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

CONFIGURING, MANAGING & TROUBLESHOOTING EXCHANGE SERVER 2010

Brief Course Description:



This course provides students with the knowledge and skills to configure and manage an Exchange Server 2010 messaging environment. Topics covered include:

- deploying Exchange Server 2010
- configuring mailbox servers
- managing recipient objects
- managing client access
- managing message transport
- implementing messaging security
- implementing high availability
- implementing backup & recovery
- configuring messaging policy & compliance
- securing Exchange Server 2010
- maintaining Exchange Server 2010
- upgrading from Exchange Server 2003 or 2007 to 2010
- implementing unified messaging
- advanced topics in Exchange Server 2010.

Prerequisites:

Students should have a working knowledge of the Windows server operating system.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNH10135

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1203	Starting Monday, March 26, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

DEPLOYING WINDOWS SERVER 2008

Brief Course Description:



This course provides students with an understanding of migrating and deploying Windows Server 2008, including installation, configuration, and upgrading. Topics covered include:

- Windows Server 2008 installation & configuration
- Windows Server Core 2008 configuration
- Windows Server 2008 unattended installation
- using Windows Deployment Services
- Windows Server Deployment Solution Accelerator
- upgrading & migrating Active Directory
- upgrading file and print servers
- upgrading application and Web servers
- upgrading Branch Office servers
- migrating workloads to Microsoft Virtual Machines.

Prerequisites:

Students should have some experience in planning, implementing, managing, or supporting Windows Server 2000 or 2003, including Active Directory and Network Infrastructure.

Materials & Approximate Course Cost:

Tuition for state employees	\$1,270.00
Estimated Costs for State Employee	\$1,270.00

Course: CNH6418

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1203	Starting Monday, March 5, 2012, for 3 days	Monday, Tuesday & Wednesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

IMPLEMENTING & MAINTAINING SQL SERVER 2008 REPORTING SERVICES

Brief Course Description:



This course teaches students how to implement a Reporting Services solution in an organization. Topics covered include:

- introduction to Microsoft SQL Server Reporting Services
- authoring basic reports
- enhancing basic reports
- manipulating data sets
- using report models
- publishing & executing reports
- using subscriptions to distribute reports
- administering Reporting Services
- programming Reporting Services.

Prerequisites:

Students should have a conceptual understanding of the push and pull distribution/subscription paradigm.

Materials & Approximate Course Cost:

Tuition for state employees	\$1,270.00
Estimated Costs for State Employee	\$1,270.00

Course: CNH6236

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1204	Starting Monday, February 27, 2012, for 3 days	Monday, Tuesday & Wednesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

MANAGING & MAINTAINING SERVER 2008 NETWORK INFRASTRUCTURE SERVERS

Brief Course Description:



This course provides students with the knowledge and skills to manage and maintain Windows Server 2008 network infrastructure servers. Topics covered include:

- managing a Windows Server 2008 network infrastructure server lifecycle
- monitoring Windows Server 2008 infrastructure roles
- managing network access protection roles
- managing remote access
- managing & maintaining DNS & dynamic host configuration protocol server roles
- maintaining security for network servers.

Prerequisites:

SERVER 2008 NETWORK INFRASTR. & APPL. PLATFORM FUNDAMENTALS
CONFIGURING & TROUBLESHOOTING A WINDOWS SERVER 2008 NTWK
CONFIGURING WINDOWS SERVER 2008 AD DOMAIN SERVICES
CONFIGURING IDENTITY & ACCESS SOLUTION W/SERVER 2008 AD
PLANNING & ADMINISTERING WINDOWS SERVER 2008 SERVERS

Materials & Approximate Course Cost:

Tuition for state employees	\$850.00
Estimated Costs for State Employee	\$850.00

Course: CNH6431

Section Information:

Section:	Date & Time Info:		Location:		Instructor:
1202	Starting Tuesday, February 21, 2012, for 2 days	Tuesday & Wednesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

MANAGING & MAINTAINING SERVER 2008 ACTIVE DIRECTORY SERVERS

Brief Course Description:



This course provides students with the knowledge and skills to manage and maintain Windows Server 2008 Active Directory servers. Topics covered include:

- managing an Active Directory server lifecycle
- creating baselines for Active Directory Servers
- monitoring the system health of Active Directory servers
- managing Active Directory domain services
- maintaining security for Active Directory servers
- managing Active Directory service roles.

Prerequisites:

FUNDAMENTALS OF MICROSOFT SERVER 2008 ACTIVE DIRECTORY
CONFIGURING WINDOWS SERVER 2008 AD DOMAIN SERVICES
CONFIGURING IDENTITY & ACCESS SOLUTION W/SERVER 2008 AD

Materials & Approximate Course Cost:

Tuition for state employees	\$850.00
Estimated Costs for State Employee	\$850.00

Course: CNH6432

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1202	Starting Thursday, February 23, 2012, for 2 days	Thursday & Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

PLANNING, DEPLOYING, & MANAGING SYSTEM CENTER CONFIGURATION MANAGER

Brief Course Description:



This course provides students with the knowledge and skills to plan, deploy, and manage Configuration Manager 2007. Topics covered include:

- planning & deploying a single-site architecture
- planning & deploying Configuration Manager 2007 clients
- collecting inventory & metering software usage
- querying & reporting data
- preparing for & managing software distribution
- deploying operating systems using Configuration Manager 2007
- deploying & managing software updates
- using remote tools & Wake on LAN features
- managing mobile devices
- planning & configuring a multiple site hierarchy
- maintaining & troubleshooting.

Prerequisites: Students should have a base-level understanding of Systems Management Server 2003.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

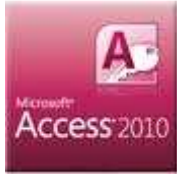
Course: CNH6451

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1203	Starting Monday, March 19, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

ACCESS 2010: LEVEL 1

Brief Course Description:



Topics covered include:

- building the structure of a database
- managing data in a table
- querying a database
- designing forms
- generating reports.

Prerequisites:

Introduction to Windows

Materials & Approximate Course Cost:

Tuition for state employees	\$150.00
Lab Fees	\$47.00
<i>Access 2010: Level 1</i>	20.00
Estimated Costs for State Employee	\$217.00

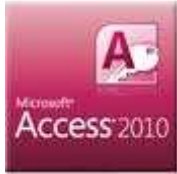
Course: CAC101

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1203	Starting Monday, January 9, 2012, for 2 days	Monday & Tuesday	8:30 AM - 4:30 PM	Classroom 107	3771 Eastwood Dr., Jackson, MS	Charlotte Robinson
1204	Starting Tuesday, March 20, 2012, for 2 days	Tuesday & Wednesday	8:30 AM - 4:30 PM	Classroom 107	3771 Eastwood Dr., Jackson, MS	Charlotte Robinson

ACCESS 2010: LEVEL 2

Brief Course Description:



Topics covered include:

- controlling data entry
- joining tables
- creating flexible queries
- improving forms
- customizing reports
- sharing data across applications.

Prerequisites: ACCESS 2010: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$150.00
Lab Fees	\$47.00
<i>Access 2010: Level 2</i>	20.00
Estimated Costs for State Employee	\$217.00

Course: CAC102

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1203	Starting Wednesday, February 1, 2012, for 2 days	Wednesday & Thursday	8:30 AM - 4:30 PM	Classroom 107	3771 Eastwood Dr., Jackson, MS Charlotte Robinson

ACCESS 2010: LEVEL 3

Brief Course Description:



Topics covered include:

- structuring existing data
- writing advanced queries
- simplifying tasks with macros
- creating effective reports
- maintaining an Access database.

Prerequisites: ACCESS 2010: LEVEL 2

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Access 2010: Level 3</i>	20.00
Estimated Costs for State Employee	\$145.00

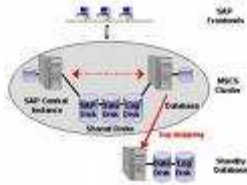
Course: CAC103

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Thursday, March 8, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108 3771 Eastwood Dr., Jackson, MS	Charlotte Robinson

IMPLEMENTING A MICROSOFT SQL SERVER DATABASE

Brief Course Description:



This course provides students with the knowledge and skills to implement a Microsoft SQL Server 2008 database. Topics covered include:

- creating databases & database files
- creating data types & tables
- creating & tuning indexes
- implementing data integrity by using constraints & triggers
- using XML
- implementing views
- implementing stored procedures
- implementing functions
- implementing managed code in the database
- managing transactions & locks
- using service broker.

Prerequisites:

Students should have a basic knowledge of the MS Windows operating system and its core functionality, as well as a basic familiarity with SQL databases.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNH6232

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1203	Starting Monday, February 13, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

CASCADING STYLE SHEETS

Brief Course Description:



This course will introduce the concepts, techniques, properties, and values of CSS in a sequence that reflects a typical "building up" of design rules. It starts with colors, which is the easiest part of CSS. Students will next learn how to control typography using text and font properties. Students will then explore the layout-oriented styles of CSS, including margins, padding, and absolute and relative positioning. Topics covered include:

- controlling color and typography
- designing with the cascade
- designing content sections
- controlling layout with positioning
- enhancing an existing design
- creating alternate style sheets.

Prerequisites: WEB SITE DEVELOPMENT FOUNDATIONS

Materials & Approximate Course Cost:

Tuition for state employees	\$150.00
Lab Fees	\$47.00
<i>Cascading Style Sheets</i>	70.00
Estimated Costs for State Employee	\$267.00

Course: CCSS

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1203	Starting Monday, February 6, 2012, for 2 days	Monday & Tuesday	8:30 AM - 4:30 PM	Classroom 108 3771 Eastwood Dr., Jackson, MS	Charlotte Robinson

CONFIGURING & MANAGING MICROSOFT SHAREPOINT 2010

Brief Course Description:



This course teaches students how to install, configure, & administer SharePoint and also manage and monitor sites and users by using SharePoint 2010. Topics covered include:

- creating a SharePoint 2010 Intranet
- administering & automating SharePoint
- configuring content management
- configuring authentication
- securing content
- managing SharePoint customizations
- configuring & securing SharePoint services & applications
- managing SharePoint services & applications
- configuring user profiles & social networking
- administering SharePoint search
- installing & upgrading to SharePoint 2010
- implementing business continuity.

Prerequisites:

Students should have experience administering Active Directory, network infrastructure, and SQL Server, as well as general security & authentication practices.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNH10174

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1202	Starting Monday, January 23, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

DEVELOPING WEB APPLICATIONS WITH VISUAL STUDIO 2010

Brief Course Description:



In this course, students will learn to develop advanced ASP.NET MVC and Web Forms applications using .NET Framework 4 tools and technologies. ASP.NET MVC will be introduced and compared with Web Forms so that students know when each should be used. Topics covered include:

- designing a Web application
- developing MVC models, MVC controllers, & MVC views
- designing for discoverability
- writing server-side code for Web forms
- optimizing data management for Web forms
- ensuring quality by debugging, unit testing, & refactoring
- securing a Web application
- applying Master Pages & CSS
- implementing advanced AJAX in a web application
- deploying a Web application.

Prerequisites:

Students should have a basic understanding of: problem-solving techniques that apply to software development; Web, macro, & Windows scripting techniques; and the purpose, function, & features of .NET Framework.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNH10264

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1202	Starting Monday, January 9, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

DREAMWEAVER CS5: LEVEL 1

Brief Course Description:



In this course, students will design, build, and upload a Website using Dreamweaver. Topics covered include:

- getting started with Dreamweaver
- initiating a Website
- designing Web pages
- creating Reusable Site Assets
- working with Links
- uploading a Website.

Prerequisites: Students should be familiar with Web design.

Materials & Approximate Course Cost:

Tuition for state employees	\$585.00
Estimated Costs for State Employee	\$585.00

Course: CDWCS51

Section Information:

Section:	Date & Time Info:		Location:		Instructor:	
1202	Starting Wednesday, January 4, 2012, for 2 days	Wednesday & Thursday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons
1203	Starting Monday, March 19, 2012, for 2 days	Monday & Tuesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

DREAMWEAVER CS5: LEVEL 2

Brief Course Description:



In this course, students will develop professional-looking Web pages using Dreamweaver. Topics covered include:

- working in Code View
- formatting with Style Sheets
- working with AP Elements
- working with Spry Elements
- creating a form
- integrating External Files with Dreamweaver.

Prerequisites: DREAMWEAVER CS5: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$585.00
Estimated Costs for State Employee	\$585.00

Course: CDWCS52

Section Information:

Section:	Date & Time Info:			Location:	Instructor:	
1202	Starting Tuesday, January 10, 2012, for 2 days	Tuesday & Wednesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons
1203	Starting Wednesday, March 21, 2012, for 2 days	Wednesday & Thursday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons



INFOPATH 2010 - CREATING INFOPATH FORMS

Brief Course Description:



In this course, students will learn how to use InfoPath to gather and share information by creating and implementing XML-based forms. Topics covered include:

- creating InfoPath forms
- importing & exporting forms
- customizing form layouts
- managing views
- applying security to forms
- distributing forms
- managing controls
- working with a database.

Prerequisites:

Students should have proficiency in Microsoft Office products, concentrating in forms development and experience working in a tagged environment (such as HTML or Frame Maker with SGML).

Materials & Approximate Course Cost:

Tuition for state employees	\$295.00
Estimated Costs for State Employee	\$295.00

Course: CNHINP10

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Friday, March 23, 2012, for 1 day	8:30 AM - 4:30 PM Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

MICROSOFT SHAREPOINT DESIGNER 2010: LEVEL 1

Brief Course Description:



In this course, students will use Microsoft Office SharePoint Designer 2010 to create and modify a SharePoint site. Topics covered include:

- getting started with the SharePoint Designer environment
- creating a subsite
- adding content to the site
- formatting a site with cascading style sheets
- linking Web pages
- adding SharePoint components to the site
- automating business processes with workflows.

Prerequisites:

SHAREPOINT FOUNDATION 2010: LEVEL 1

SHAREPOINT FOUNDATION 2010: LEVEL 1

WEB DESIGN WITH XHTML, HTML, AND CASCADING STYLE SHEETS

Materials & Approximate Course Cost:

Tuition for state employees	\$295.00
Estimated Costs for State Employee	\$295.00

Course: CNHSPD101

Section Information:

Section:	Date & Time Info:		Location:		Instructor:
1202	Starting Tuesday, February 21, 2012, for 1 day	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

MICROSOFT SHAREPOINT DESIGNER 2010: LEVEL 2

Brief Course Description:



In this course, students will extend a SharePoint site by including serverside controls and administer a SharePoint site. Topics covered include:

- working with ASP.NET forms
- implementing custom content types
- integrating SharePoint sites with data sources
- manipulating external data sources
- implementing advanced data integration using SharePoint Designer 2010
- creating workflows
- administering a SharePoint site using SharePoint Designer 2010.

Prerequisites: MICROSOFT SHAREPOINT DESIGNER 2010: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$295.00
Estimated Costs for State Employee	\$295.00

Course: CNHSPD102

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Wednesday, February 22, 2012, for 1 day	8:30 AM - 4:30 PM Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

MICROSOFT SHAREPOINT FOUNDATION 2010: LEVEL 1

Brief Course Description:



Topics covered include:

- SharePoint introduction
- working with lists
- working with libraries
- communicating with team members
- working remotely with SharePoint content
- customizing your SharePoint environment
- creating a team site
- performing basic site administration.

Prerequisites:

This course is intended for anyone that works with SharePoint team sites, libraries, lists, and items.

Materials & Approximate Course Cost:

Tuition for state employees	\$550.00
Estimated Costs for State Employee	\$550.00

Course: CNHSPF101

Section Information:

Section:	Date & Time Info:			Location:	Instructor:	
1205	Starting Tuesday, January 17, 2012, for 2 days	Tuesday & Wednesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons
1206	Starting Monday, March 5, 2012, for 2 days	Monday & Tuesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

MICROSOFT SHAREPOINT FOUNDATION 2010: LEVEL 2

Brief Course Description:



In this course, students will manage site collections and site components as a site collection administrator and as a site administrator. Topics covered include:

- branding a site collection
- managing lists
- managing libraries
- managing form libraries
- managing content structures
- managing workflows
- working with indexing & searching
- working offline using SharePoint Workspace 2010
- managing SharePoint applications using Central Administration
- managing user access
- managing site security
- managing site usage
- managing site maintenance.

Prerequisites: MICROSOFT SHAREPOINT FOUNDATION 2010: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$550.00
Estimated Costs for State Employee	\$550.00

Course: CNHSPF102

Section Information:

Section:	Date & Time Info:		Location:		Instructor:
1205	Starting Thursday, January 19, 2012, for 2 days	Thursday & Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons
1206	Starting Wednesday, March 7, 2012, for 2 days	Wednesday & Thursday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

PUBLISHER 2010: LEVEL 1

Brief Course Description:



This course teaches the core features and functions of Publisher 2010. Topics covered include:

- basic publications
- multi-page publications
- working with text
- tables
- layout and design techniques
- finalizing documents.

Prerequisites: INTRODUCTION TO WINDOWS

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Publisher 2010: Basic</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CPUB101

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1201	Starting Thursday, March 1, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108	3771 Eastwood Dr., Jackson, MS Charlotte Robinson

PUBLISHER 2010: LEVEL 2

Brief Course Description:



This course builds on the skills and concepts taught in Publisher 2010 Basic. Topics covered include:

- basic design options
- typography
- long publications
- mail merge and catalog merge
- interactive forms
- Web site publishing.

Prerequisites: PUBLISHER 2010: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Publisher 2010: Advanced</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CPUB102

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1201 Starting Friday, March 2, 2012, for 1 day	8:30 AM - 4:30 PM	Classroom 108 3771 Eastwood Dr., Jackson, MS	Charlotte Robinson

WEB SITE DEVELOPMENT FOUNDATIONS

Brief Course Description:



This course teaches students essential Web page development skills. Students will learn to develop Web sites using HTML and XHTML. Students will learn to write code manually, as well as use GUI authoring tools. Students will also learn to insert images, create hyperlinks, and add tables, forms, and frames to their Web pages. Students will learn about CGI and use it to connect Web pages to databases. Students will also identify e-commerce solutions and relate Web site development to business goals. This course will teach students to work as a productive part of a Web site development team.

Prerequisites:

Students should be familiar with an operating system, such as Microsoft Windows, before taking this class.

Materials & Approximate Course Cost:

Tuition for state employees	\$150.00
Lab Fees	\$47.00
<i>Site Development Foundations vers. 2.0</i>	60.00
Estimated Costs for State Employee	\$257.00

Course: CWSDF

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1203	Starting Monday, January 23, 2012, for 2 days	Monday & Tuesday	8:30 AM - 4:30 PM	Classroom 108	3771 Eastwood Dr., Jackson, MS	Charlotte Robinson

ITIL v3 FOUNDATION

Brief Course Description:



In this course, students will get an introduction to the lifecycle of managing IT services to deliver to business expectations. Using an engaging case study, you will learn the core disciplines of ITIL best practices. Upon course completion, you will be well positioned to successfully complete the associated ITIL exam required for entry into future ITIL v3 intermediate-level training courses. Topics covered include:

- service management defined
- ITIL introduction
- service operation
- continual service improvement
- service strategy
- service design
- service transition
- exam-taking tips
- practice exams.

Prerequisites: Familiarity with IT terminology and IT-related work experience are recommended, but not required.

Materials & Approximate Course Cost:

Tuition for state employees	\$1,195.00
Estimated Costs for State Employee	\$1,195.00

Course: CITIL1

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1201	Starting Monday, March 5, 2012, for 3 days	Monday, Tuesday & Wednesday	8:30 AM - 4:30 PM	Classroom 107	3771 Eastwood Dr., Jackson, MS	GLOBAL KNOWLEDGE

ILLUSTRATOR CS5: LEVEL 1

Brief Course Description:



In this course, students will use Adobe Illustrator CS5 by drawing and manipulating simple shapes to design a layout for their product. Topics covered include:

- getting acquainted with Adobe Illustrator CS5
- creating shapes in a document
- creating custom paths
- working with text
- enhancing documents
- proofing a document
- saving images for Web & print
- working with objects.

Prerequisites: Students should be familiar with the basic operating system functions.

Materials & Approximate Course Cost:

Tuition for state employees	\$295.00
Estimated Costs for State Employee	\$295.00

Course: CILCS51

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Thursday, January 12, 2012, for 1 day	8:30 AM - 4:30 PM Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

ILLUSTRATOR CS5: LEVEL 2

Brief Course Description:



In this course, students will create complex, robust illustrations that go beyond those you could create using Illustrator's basic tools. Topics covered include:

- creating complex illustrations
- enhancing complex illustrations
- creating a Vector version of a Raster Graphic
- creating special effects
- working with graphs
- working with variables
- outputting documents
- exporting graphics for the Web and mobile devices.

Prerequisites: ILLUSTRATOR CS5: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$295.00
Estimated Costs for State Employee	\$295.00

Course: CILCS52

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Friday, January 13, 2012, for 1 day	8:30 AM - 4:30 PM Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

INDESIGN CS5: LEVEL 1

Brief Course Description:



In this course, students will work with some of the tools and features to create eye-catching printed documents using InDesign CS5. Topics covered include:

- exploring the InDesign environment
- designing documents
- enhancing documents
- working with Page Elements
- managing objects
- working with Tables
- finalizing documents.

Prerequisites: A basic understanding of the computer operating system you are using is recommended.

Materials & Approximate Course Cost:

Tuition for state employees	\$295.00
Estimated Costs for State Employee	\$295.00

Course: CINDCS51

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Tuesday, January 10, 2012, for 1 day	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.
1203	Starting Thursday, March 22, 2012, for 1 day	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.

INDESIGN CS5: LEVEL 2

Brief Course Description:



In this course, students will deploy the advanced InDesign techniques to enhance the look and functionality of documents. Topics covered include:

- handling Page Elements
- managing Styles
- developing complex paths
- administering external files
- working with XML files
- creating dynamic documents
- managing long documents
- adjusting print settings
- exporting InDesign files in other formats.

Prerequisites: INDESIGN CS5: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$295.00
Estimated Costs for State Employee	\$295.00

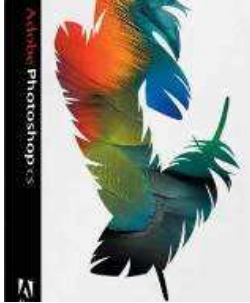
Course: CINDCS52

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Wednesday, January 11, 2012, for 1 day	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.
1203	Starting Tuesday, March 27, 2012, for 1 day	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.

PHOTOSHOP CS5: LEVEL 1

Brief Course Description:



In this course, students use various tools and features of Photoshop CS5. They explore the interface, customize it, and use tools for selecting parts of images. They learn to use layers and to apply layer effects and filters for creating special effects. Topics covered include:

- exploring the Adobe Photoshop CS5 environment
- determining resolution & graphic type
- working with selections
- working with layers
- enhancing images with Paint & Filters
- exploring image modes & color adjustments
- saving images for Web & print
- initiating a project.

Prerequisites:

A basic understanding of graphic design file formats and common design tools is recommended.

Materials & Approximate Course Cost:

Tuition for state employees	\$585.00
Estimated Costs for State Employee	\$585.00

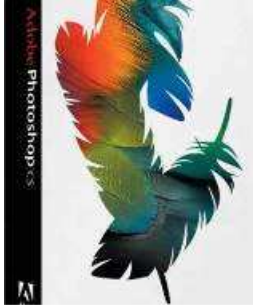
Course: CPHOTOCS51

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1202	Starting Monday, January 23, 2012, for 2 days	Monday & Tuesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons
1203	Starting Monday, March 12, 2012, for 2 days	Monday & Tuesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

PHOTOSHOP CS5: LEVEL 2

Brief Course Description:



In this course, students will work with the advanced tools and features available in Photoshop CS5. Topics covered include:

- enhancing images
- working with Vector Paths
- working with shape layers and masks
- automating tasks
- working with video files
- integrating with other Adobe applications.

Prerequisites:

PHOTOSHOP CS5: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$585.00
Estimated Costs for State Employee	\$585.00

Course: CPHOTOCS52

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1202	Starting Wednesday, January 25, 2012, for 2 days	Wednesday & Thursday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons
1203	Starting Wednesday, March 14, 2012, for 2 days	Wednesday & Thursday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

CONFIGURING & TROUBLESHOOTING A WINDOWS SERVER 2008 NETWORK

Brief Course Description:



Students will learn to implement and configure secure network access and implement fault-tolerant storage technologies. Topics covered include:

- installing & configuring servers
- configuring & troubleshooting DNS
- configuring & managing WINS
- configuring & troubleshooting DHCP
- configuring & troubleshooting IPv6 TCP/IP
- configuring & troubleshooting routing & remote access
- installing, configuring & troubleshooting the network policy server role service
- configuring network access protection
- configuring IPsec
- monitoring & troubleshooting IPsec
- configuring & managing distributed file system
- more.

Prerequisites:

Students should be familiar with Active Directory knowledge & concepts.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNH6421

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1203	Starting Monday, February 27, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

NETWORK+ (2009 OBJECTIVES)

Brief Course Description:



This course prepares students for the CompTIA Network+ (2009 objectives) Exam No. N10-004. Topics covered include:

- network theory
- network communications methods
- network data delivery
- network media & hardware
- network implementations
- networking TCP/IP
- TCP/IP services
- LAN infrastructure
- WAN infrastructure
- network security
- remote networking
- disaster recovery
- network data storage
- network operating systems
- network management
- network troubleshooting.

Prerequisites:

It is recommended that students have CompTIA A+ certification, or the equivalent skills & knowledge, but it is not required.

Materials & Approximate Course Cost:

Tuition for state employees	\$300.00
Lab Fees	\$125.00
<i>Network+ (2009 Objectives)</i>	70.00
Estimated Costs for State Employee	\$495.00

Course: CNET+9

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Monday, March 26, 2012, for 1 week	Monday - Friday 8:30 AM - 4:30 PM Classroom 107	3771 Eastwood Dr., Jackson, MS Jeff Rudis

SERVER 2008 NETWORK INFRASTRUCTURE & APPLICATION PLATFORM FUNDAMENTALS

Brief Course Description:



Topics covered include:

- fundamentals of network infrastructure
- IT professionals in the Enterprise
- TCP/IPv4 fundamentals
- communication technologies
- creating IPv4 address spaces
- IPv6 fundamentals
- fundamentals of administering Server 2008
- security fundamentals
- fundamentals of securing network communication
- Windows firewall & caching
- remote access
- routing fundamentals
- network load balancing
- configuring print resources & printing pools
- server virtualization overview.

Prerequisites:

Server+ Certification
 Network+ Certification
 A+ Certification

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNH6420

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1202	Starting Monday, January 30, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

ADOBE ACROBAT 10.0: LEVEL 1

Brief Course Description:



In this course, students will use Adobe Acrobat 10 to create and manage PDF documents. Topics covered include:

- accessing PDF documents
- creating PDF documents
- navigating to a specific content in a PDF document
- updating PDF documents
- working with multiple PDF documents
- reviewing PDF documents
- validating PDF documents
- converting PDF documents.

Prerequisites:

Basic experience with computers and common Microsoft applications, such as word processing, spreadsheet, and Web browser applications.

Materials & Approximate Course Cost:

Tuition for state employees	\$295.00
Estimated Costs for State Employee	\$295.00

Course: CNHADAC101

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1201	Starting Tuesday, January 3, 2012, for 1 day	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.
1202	Starting Tuesday, March 20, 2012, for 1 day	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.

ADOBE ACROBAT 10.0: LEVEL 2

Brief Course Description:



In this course, students will use advanced Acrobat 10 to convert documents to PDF files, enhance and customize PDF documents for interactive use online, and prepare them for printing. Topics covered include:

- creating PDFs from technical documents
- enhancing PDF documents
- creating interactive PDF forms in Adobe LifeCycle Designer
- preparing PDF files for commercial printing
- finalizing PDF files for commercial printing.

Prerequisites: ADOBE ACROBAT 10.0: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$295.00
Estimated Costs for State Employee	\$295.00

Course: CNHADAC102

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1201	Starting Monday, January 9, 2012, for 1 day	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.
1202	Starting Wednesday, March 28, 2012, for 1 day	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.

POWERPOINT 2010: LEVEL 1

Brief Course Description:



This course covers the basic functions of PowerPoint 2010. Topics covered include:

- the PowerPoint window
- new presentations
- formatting slides
- drawing objects
- graphics
- tables & charts
- modifying presentations
- proofing & delivering presentations.

Prerequisites: INTRODUCTION TO WINDOWS

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>PowerPoint 2010: Basic</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CPP101

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Wednesday, January 18, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108 3771 Eastwood Dr., Jackson, MS	Anne Butler

INSTALLING & CONFIGURING WINDOWS 7 CLIENT

Brief Course Description:



This course is intended for IT professionals who are interested in expanding their knowledge base & technical skills about Windows 7 client. Topics covered include:

- installing, upgrading & migrating to Windows 7
- configuring disks & device drivers
- configuring file access & printers on Windows 7 client computers
- configuring network connectivity
- configuring wireless network connections
- securing Windows 7 desktops
- optimizing & maintaining Windows 7 client computers
- configuring mobile computing & remote access in Windows 7.

Prerequisites:

Students should be familiar with Windows operating systems and work in user support, desktop configuration, & desktop troubleshooting.

Materials & Approximate Course Cost:

Tuition for state employees	\$1,270.00
Estimated Costs for State Employee	\$1,270.00

Course: CNH6292

Section Information:

Section:	Date & Time Info:			Location:	Instructor:	
1204	Starting Wednesday, January 25, 2012, for 3 days	Wednesday, Thursday & Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

PLANNING & MANAGING WINDOWS 7 DESKTOP DEVELOPMENT

Brief Course Description:



Topics covered include:

- preparing to deploy Windows 7 business desktops
- assessing application compatibility in Windows 7
- evaluating Windows 7 deployment methods
- designing standard Windows 7 images
- deploying Windows 7 by using WAIK
- deploying Windows 7 by using Windows Deployment Services
- deploying Windows 7 by using Life Touch Installation
- deploying Windows 7 by using Zero Touch Installation
- migrating user state by using WET and USMT 4.0
- designing, configuring, & managing the client environment
- planning & deploying applications & updates to Windows 7 clients
- planning & deploying Windows 7 by using LTI.

Prerequisites:

Students should be support technicians or currently in deployment roles & are looking to take the next step in their careers or enhancing their skills in the areas of planning & deploying Windows 7 desktops.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNH6294

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1204	Starting Monday, March 12, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

TROUBLESHOOTING & SUPPORTING WINDOWS 7 IN THE ENTERPRISE

Brief Course Description:



This course teaches students with experience in Windows XP and Vista in a Tier 2 support environment how to support the operating system and solve technical troubleshooting problems in a Windows 7 and Windows Server 2008 R2 networking environment. Topics covered include:

- using Group Policy to centralize configuration
- resolving startup issues
- resolving issues for hardware devices & device drivers
- resolving network connectivity issues
- resolving remote connectivity issues
- resolving issues with logon & resource access
- resolving security issues
- resolving operating system & applications issues
- resolving performance-related issues
- implementing a troubleshooting methodology.

Prerequisites:

INSTALLING & CONFIGURING WINDOWS 7 CLIENT
SERVER 2008 NETWORK INFRAST. & APPL. PLATFORM FUNDAMENTALS

Materials & Approximate Course Cost:

Tuition for state employees	\$1,270.00
Estimated Costs for State Employee	\$1,270.00

Course: CNH6293

Section Information:

Section:	Date & Time Info:			Location:	Instructor:	
1204	Starting Monday, January 9, 2012, for 3 days	Monday, Tuesday & Wednesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons
1205	Starting Wednesday, February 8, 2012, for 3 days	Wednesday, Thursday & Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

WINDOWS 7: LEVEL 1

Brief Course Description:



This course teaches the core features & functions of Windows 7. Topics covered include:

- the Windows 7 environment
- files, folders, & libraries
- managing content
- customizing the environment
- Internet Explorer 8.

Prerequisites: None

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Windows 7: Basic</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CWN71

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Friday, February 3, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108 3771 Eastwood Dr., Jackson, MS	Leah Chisolm

ORACLE DATABASE 11G ADMINISTRATION I

Brief Course Description:



This course provides students with the skills necessary for day-to-day administration of an Oracle database. Topics covered include:

- configuring server for installation
- Enterprise Edition installation
- upgrade, deinstallation, & patching
- manually starting & stopping database services
- exploring Oracle database architecture
- creating an Oracle database
- enabling transparent data encryption
- managing database storage structures
- managing undo data
- network environment
- security
- moving data
- database maintenance & performance monitoring
- managing concurrency & locks
- backup and recovery concepts & configuration.

Prerequisites:

The primary audiences for this course are: database administrators, Web server administrators, system administrators, implementation specialists, data center support engineers, senior application designers & developers.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: COR11DBA1

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1202	Starting Monday, February 27, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

ORACLE DATABASE 11G ADMINISTRATION II

Brief Course Description:



This course takes administrators beyond a basic understanding of their duties and provides advanced skills needed to effectively administer an Oracle database installation. Topics covered include:

- managing memory
- managing storage & The Segment Advisor
- globalization
- diagnosing database problems
- recovery concepts
- Oracle Flashback technology
- Flashback database & Flashback data archive
- automating tasks with the Scheduler
- managing database performance
- instance recovery
- configuring RMAN
- backup with RMAN
- RMAN management with EM
- user-managed recovery operations
- using the RMAN recovery catalog
- transporting TableSpaces.

Prerequisites: ORACLE DATABASE 11G ADMINISTRATION I

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: COR11DBA2

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Monday, March 19, 2012, for 1 week	Monday - Friday 8:30 AM - 4:30 PM Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

ORACLE DATABASE 11G: ADVANCED PL/SQL PROGRAMMING & TUNING

Brief Course Description:



This course focuses on the advanced features of the language which allow powerful & effective database applications to be built; the performance tuning techniques which allow these applications to run efficiently; and critical security measures which should be implemented. Topics covered include:

- dynamic SQL
- collections
- system supplied packages
- advanced interface methods
- PL/SQL advanced programming & coding
- influencing Oracle PL/SQL compilation
- application tuning with PL/SQL hierarchical
- PL/SQL debugging
- protecting against SQL injection attacks
- implementing virtual private databases.

Prerequisites: ORACLE DATABASE 11: SQL FUNDAMENTALS

Materials & Approximate Course Cost:

Tuition for state employees	\$2,260.00
Estimated Costs for State Employee	\$2,260.00

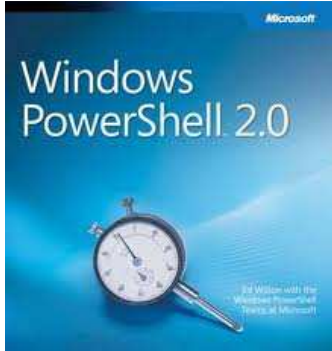
Course: COR11PT2

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1201	Starting Monday, February 6, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

AUTOMATING ADMINISTRATION WITH WINDOWS POWERSHELL 2.0

Brief Course Description:



This course provides knowledge and skills to utilize Windows PowerShell for administering and automating administration of Windows based servers. Topics covered include:

- core Windows PowerShell Cmdlets
- understanding & using the formatting system
- Windows management instrumentation
- automating Active Directory administration
- Windows PowerShell scripts
- background Jobs & remote administration
- intermediate scripting
- error handling, debugging, & modularization
- automating Windows Server 2008 R2 administration
- advanced Windows PowerShell tips & tricks
- practical administrative automation.

Prerequisites:

Experience with Windows networking technologies & implementation; Windows Server administration, maintenance, & troubleshooting; and Active Directory & Windows Server 2008 Web application server technologies & implementation.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

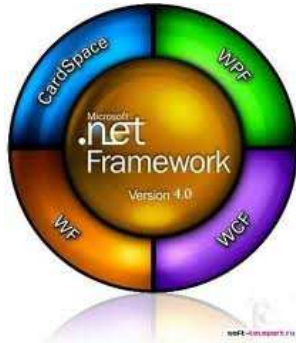
Course: CNH10325

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1202	Starting Monday, March 5, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

PROGRAMMING WITH C# USING MICROSOFT .NET FRAMEWORK 4

Brief Course Description:



This course focuses on C# program structure, language syntax, and implementation details with .NET Framework 4.0. Topics covered include:

- using C# programming constructs
- declaring & calling methods
- handling exceptions
- reading & writing files
- creating new types
- encapsulating data & methods
- inheriting from classes & implementing interfaces
- managing the lifetime of objects & controlling resources
- encapsulating data & defining overloaded operators
- decoupling methods & handling events
- using collections & building generic types
- building & enumerating custom collection classes
- using LINQ to query data.

Prerequisites:

Students must have at least 12 months experience with with an Object Oriented language; C++ or Java knowledge; and knowledge of the Visual Studio IDE.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,115.00
Estimated Costs for State Employee	\$2,115.00

Course: CNH10266

Section Information:

Section:	Date & Time Info:			Location:	Instructor:
1203	Starting Monday, March 12, 2012, for 1 week	Monday - Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS New Horizons

SECURING JEE WEB APPLICATIONS

Brief Course Description:



In this course, students thoroughly examine best practices for defensively coding JEE Web applications, including XML processing & Web services. Students will repeatedly attack and then defend various assets associated with a fully-functional web application. Topics covered include:

- foundation
- top security vulnerabilities
- defending XML processing
- secure software development
- security testing
- security design patterns.

Prerequisites:

This course is intended for experienced developers who need to produce secure JEE-based Web applications.

Materials & Approximate Course Cost:

Tuition for state employees	\$2,960.00
Estimated Costs for State Employee	\$2,960.00

Course: CJEE

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1201	Starting Monday, January 30, 2012, for 4 days	Monday, 8:30 AM - Tuesday, 4:30 PM Wednesday & Thursday	Classroom 108 3771 Eastwood Dr., Jackson, MS GLOBAL KNOWLEDGE

SQL QUERYING: LEVEL 1 (4th Ed.)

Brief Course Description:



This course will teach students how to compose SQL queries to retrieve information from the database. Topics covered include:

- executing a simple query
- performing a conditional search
- working with functions
- organizing data
- retrieving data from multiple tables
- presenting query results.

Prerequisites:

Students should be familiar with their computer's operating system and basic operation.

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Fundamentals of SQL Querying</i>	45.00
Estimated Costs for State Employee	\$170.00

Course: CSQL41

Section Information:

Section:	Date & Time Info:		Location:		Instructor:
1204	Starting Wednesday, January 11, 2012, for 1 day	8:30 AM - 4:30 PM	Classroom 107	3771 Eastwood Dr., Jackson, MS	Burrell N. Brown
1205	Starting Monday, March 12, 2012, for 1 day	8:30 AM - 4:30 PM	Classroom 107	3771 Eastwood Dr., Jackson, MS	Burrell N. Brown

SQL QUERYING: LEVEL 2 (4th Ed.)

Brief Course Description:



In this course, students will create advanced SQL queries and manipulate and index tables. Topics covered include:

- advanced querying using subqueries
- manipulating table data
- manipulating the table structure
- working with views
- indexing data.

Prerequisites: SQL QUERYING: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Advanced SQL Querying</i>	45.00
Estimated Costs for State Employee	\$170.00

Course: CSQL42

Section Information:

Section:	Date & Time Info:		Location:		Instructor:
1204	Starting Thursday, January 12, 2012, for 1 day	8:30 AM - 4:30 PM	Classroom 107	3771 Eastwood Dr., Jackson, MS	Burrell N. Brown
1205	Starting Tuesday, March 13, 2012, for 1 day	8:30 AM - 4:30 PM	Classroom 107	3771 Eastwood Dr., Jackson, MS	Burrell N. Brown

VISUAL STUDIO 2008: ASP.NET 3.5

Brief Course Description:



This course provides students with the knowledge and skills to create a fully functional Web application by using ASP.NET 3.5. Topics covered include:

- implementing a user interface with ASP.NET server controls
- displaying & manipulating data in ASP.NET 3.5
- creating responsive pages by using client-side technologies
- debugging & deploying ASP.NET applications
- writing ASP.NET applications for mobile devices.

Prerequisites:

Students should have experience developing applications by using previous versions of Microsoft Visual Studio.

Materials & Approximate Course Cost:

Tuition for state employees	\$850.00
Estimated Costs for State Employee	\$850.00

Course: CNH6463

Section Information:

Section:	Date & Time Info:			Location:	Instructor:	
1202	Starting Thursday, March 29, 2012, for 2 days	Thursday & Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

CRYSTAL REPORTS 11: LEVEL 1

Brief Course Description:



In this course, students will build basic list and group reports that work with almost any database. Topics covered include:

- creating a report
- displaying specific report data
- grouping report data
- building formulas
- formatting reports
- enhancing reports
- creating pie charts
- distributing data.

Prerequisites:

Students should be familiar with the basic functions of their computer's operating system and have a basic understanding of database concepts.

Materials & Approximate Course Cost:

Tuition for state employees	\$675.00
Estimated Costs for State Employee	\$675.00

Course: CCR111

Section Information:

Section:	Date & Time Info:			Location:		Instructor:
1202	Starting Tuesday, January 17, 2012, for 2 days	Tuesday & Wednesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons
1203	Starting Tuesday, March 6, 2012, for 2 days	Tuesday & Wednesday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

CRYSTAL REPORTS 11: LEVEL 2

Brief Course Description:



In this course, students will learn how to create more sophisticated reports, including subreports and cross-tabs, and how to increase the speed and efficiency of their reports by using SQL queries. Topics covered include:

- creating running totals
- building cross-tabs in reports
- adding subreports
- creating drill-downs
- enhancing report processing by writing SQL statements
- charting data
- reporting on Excel data with Crystal Reports
- working with prompts
- enhancing report functionality.

Prerequisites: CRYSTAL REPORTS 11: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$675.00
Estimated Costs for State Employee	\$675.00

Course: CCR112

Section Information:

Section:	Date & Time Info:		Location:		Instructor:	
1202	Starting Thursday, January 19, 2012, for 2 days	Thursday & Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons
1203	Starting Thursday, March 8, 2012, for 2 days	Thursday & Friday	8:30 AM - 4:30 PM	Suite R-101, New Horizons Computer Learning Ctr.	1855 Lakeland Dr., Jackson, MS	New Horizons

MICROSOFT PROJECT 2010: LEVEL 1

Brief Course Description:



This course teaches the basic commands and features of Project 2010. Students will learn how to create and modify task lists, establish a project schedule, create calendars, assign resources to tasks, track costs, and work with different views and tables. Students will also apply filters and groups, sort task and resource data, and learn how to resolve resource conflicts. Topics covered include:

- project management concepts
- tasks
- resource management
- views & tables
- filters, groups, & sorting
- finalizing the task plan.

Prerequisites: INTRODUCTION TO WINDOWS

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Project 2010: Basic</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CMSPJ101

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Thursday, January 26, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108 3771 Eastwood Dr., Jackson, MS	Charles Case

MICROSOFT PROJECT 2010: LEVEL 2

Brief Course Description:



This course builds on the basic concepts & skills. Students will learn how to work with templates, create baseline plans monitor & update projects, analyze project statistics, handle delays & conflicts, create reports, consolidate project files, share resources, and customize Project. Students will also learn how to communicate project information by using Project Server 2010 and how to integrate Project data with other Office applications. Topics covered include:

- using templates & importing data
- managing a project
- analyzing & adjusting the plan
- working with reports
- managing multiple projects
- exchanging project information.

Prerequisites: MICROSOFT PROJECT 2010: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Project 2010: Advanced</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CMSPJ102

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Friday, January 27, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108 3771 Eastwood Dr., Jackson, MS	Charles Case

PREPARING FOR PMI'S CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT EXAM

Brief Course Description:



The purpose of this class is to prepare class participants to take the CAPM exam. This class will teach the principles of the PMBOK, as well as incorporating exam tips. Topics covered include:

- project management framework, project life cycle & organization
- processes for a project
- scope management
- time management
- cost management
- quality management
- human resources management
- communications management
- risk management
- procurement management
- the PMI Code of Ethics.

Prerequisites:

Participants need to read A Guide to the Project Management Body of Knowledge (4th Ed.) & the CAPM/PMP Project Management Cert. Exam Guide (2nd Ed.) and memorize 2 sheets of information provided upon registration.

Materials & Approximate Course Cost:

Tuition for state employees	\$300.00
<i>A Guide to the PMBOK - Fourth Edition</i>	50.00
<i>CAPM/PMP Project Management Certification Guide (2nd Ed.)</i>	50.00
Estimated Costs for State Employee	\$400.00

Course: CCAPM

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1201	Starting Friday, March 2, 2012, for 4 weeks	8:30 AM - 4:30 PM Classroom 107 3771 Eastwood Dr., Jackson, MS	Monte Luehlfig

PROJECT MANAGEMENT: PART I

Brief Course Description:



This course is designed to provide proficiency in basic project management techniques, including managing time and costs. Topics covered include:

- fundamentals of project management
- characteristics of a project
- project initiation and scope planning
- scope definition, verification, & change control
- time management
- schedule development & control
- resource identification & cost approximating
- budgeting & cost control.

Prerequisites: None

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Project Management Basics</i>	35.00
Estimated Costs for State Employee	\$160.00

Course: CPM1

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1204	Starting Friday, January 20, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 107	3771 Eastwood Dr., Jackson, MS Monte Luehlfig

PROJECT MANAGEMENT: PART II

Brief Course Description:



Topics covered include:

- quality management
- quality assurance & control
- risk identification & management
- risk analysis, response, & control
- organizational planning
- staff acquisition & team building
- planning & distributing information
- project performance & conclusion.

Prerequisites: PROJECT MANAGEMENT: PART I

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Project Management: Intermediate</i>	35.00
Estimated Costs for State Employee	\$160.00

Course: CPM2

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Friday, February 24, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 107	3771 Eastwood Dr., Jackson, MS Monte Luehlfling

PROJECT MANAGEMENT: PART III

Brief Course Description:



This course is designed for managers, supervisors, or team leaders who need to learn about contracts, procurement, solicitation, integration, and the project management process. Topics covered include:

- procurement planning
- planning, soliciting, & selecting
- contract administration & closeout
- project integration & plan development
- implementing plans & controlling change
- the project management process
- execution, control, & project closeout.

Prerequisites: PROJECT MANAGEMENT: PART II

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Project Management: Advanced</i>	35.00
Estimated Costs for State Employee	\$160.00

Course: CPM3

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Wednesday, March 14, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 107 3771 Eastwood Dr., Jackson, MS	Monte Luehlfig

SECURITY AWARENESS

Brief Course Description:



This course provides an introduction to common security threats and issues, as well as ways you can counteract them. Students will identify and apply security techniques to common job activities. Topics covered include:

- securing information
- counteracting social engineering exploits
- identifying security measures
- maintaining file security
- guarding against attacks
- handling security breaches.

Prerequisites:

Students should understand fundamental computer concepts, such as how to run applications, manage files, and use a web browser.

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Security Awareness</i>	35.00
Estimated Costs for State Employee	\$160.00

Course: CSEC2

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Wednesday, March 14, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 107	3771 Eastwood Dr., Jackson, MS Charles Case

SECURITY FUNDAMENTALS

Brief Course Description:



Topics covered include:

- foundations of security
- basic security procedures
- desktop security
- administering Windows securely
- recognizing security threats & attacks
- secure Internet access
- working on the Internet
- knowing online payment systems
- incident response.

Prerequisites:

Students should have basic Windows skills and a fundamental understanding of computer and networking concepts.

Materials & Approximate Course Cost:

Tuition for state employees	\$150.00
Lab Fees	\$47.00
<i>EC Council Security 5: Security Fundamentals</i>	95.00
Estimated Costs for State Employee	\$292.00

Course: CECSEC

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1201	Starting Thursday, February 16, 2012, for 2 days	Thursday & Friday 8:30 AM - 4:30 PM Classroom 107	3771 Eastwood Dr., Jackson, MS Charles Case

EXCEL 2010: LEVEL 1

Brief Course Description:



This course teaches the basic functions and features of Excel 2010. After an introduction to spreadsheet terminology and Excel's window components, students will learn how to use the Help system and navigate worksheets and workbooks. Topics covered include:

- getting started
- entering and editing data
- modifying a worksheet
- functions
- formatting
- printing
- charts
- managing large workbooks.

Prerequisites:

Introduction to Windows

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Excel 2010: Basic</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CEX101

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Friday, January 13, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 107	3771 Eastwood Dr., Jackson, MS Anne Butler
1204	Starting Wednesday, March 7, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108	3771 Eastwood Dr., Jackson, MS Leah Chisolm

EXCEL 2010: LEVEL 2

Brief Course Description:



Topics covered include:

- using multiple worksheets & workbooks
- advanced formatting
- outlining & subtotals
- cell & range names
- tables
- Web & sharing features
- advanced charting
- documenting & auditing
- templates & settings.

Prerequisites: EXCEL 2010: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Excel 2010: Intermediate</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CEX102

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Wednesday, February 15, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 107	3771 Eastwood Dr., Jackson, MS Leah Chisolm

WORD 2010: LEVEL 1

Brief Course Description:



This course covers the basic features & functions of Word 2010. After an introduction to Word's window components, students will learn how to use the Help system and navigate documents. Topics covered include:

- getting started
- navigation and selection techniques
- editing text
- formatting text
- tables
- page layout
- proofing and printing documents
- graphics.

Prerequisites: INTRODUCTION TO WINDOWS

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Word 2010: Basic</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CWD101

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Thursday, January 19, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108	3771 Eastwood Dr., Jackson, MS Leah Chisolm
1204	Starting Wednesday, March 28, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108	3771 Eastwood Dr., Jackson, MS Anne Butler

WORD 2010: LEVEL 2

Brief Course Description:



Topics covered include:

- styles & outlines
- sections & columns
- formatting tables
- printing labels & envelopes
- templates & building blocks
- graphics
- managing document revisions
- Web features.

Prerequisites: WORD 2010: LEVEL 1

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Word 2010: Intermediate</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CWD102

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1203	Starting Friday, February 17, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108 3771 Eastwood Dr., Jackson, MS	Anne Butler

WORD 2010: LEVEL 3

Brief Course Description:



Topics covered include:

- using mail merge
- objects & backgrounds
- using macros
- working with forms
- customizing Word
- long documents
- XML Web features.

Prerequisites: WORD 2010: LEVEL 2

Materials & Approximate Course Cost:

Tuition for state employees	\$100.00
Lab Fees	\$25.00
<i>Word 2010: Advanced</i>	20.00
Estimated Costs for State Employee	\$145.00

Course: CWD103

Section Information:

Section:	Date & Time Info:	Location:	Instructor:
1202	Starting Thursday, March 22, 2012, for 1 day	8:30 AM - 4:30 PM Classroom 108	3771 Eastwood Dr., Jackson, MS Leah Chisolm



Business Course List

Series Titles
401(k) Plans
Access 2000 MOS
Access 2002
Access 2003
Access 2003 to 2010 Upgrade
Access 2007
Access 2007 Advanced
Access 2010
ActionScript
ActionScript 2.0
Basics of Business Math
Budgeting and Saving
Building Relationships
Business Ethics
Career Development (Videos)
Certified Business Analysis Professional (CBAP v2)
Coaching (Videos)
Communication (Videos)
Communication Fundamentals
Communication in the Workplace
Communicating with Power
Computer Basics
Computing Concepts
Crystal Reports 8
Crystal Reports XI
Customer Service
Customer Service (Videos)
Dealing with Difficult People
Customer Service Fundamentals
Customer Service for Managers
Doing Business in China
Doing Business in India
Dreamweaver 8

Dreamweaver CS4
Dreamweaver MX
Dreamweaver MX 2004
E-Mailing Your Way to the Top
Estate Planning
Excel 2000 MOS
Excel 2000 MOS Expert
Excel 2002
Excel 2003
Excel 2003 to 2010 Upgrade
Excel 2007
Excel 2007 Advanced
Excel 2010
Excel 2010 MOS
Finance (Videos)
Flash 8
Flash CS4
Flash MX
Flash MX 2004
FrontPage 2000
Global Business (Videos)
Grammar
GroupWise 5.5
GroupWise 6.5
Home Business
Innovation in the Workplace
Instructional Design
Internet Explorer 6
Internet Explorer 7
Internet Explorer 8
Interview Skills
Introduction to PCs
Investing Fundamentals
Leadership (Videos)
Leading Teams (Videos)
Lotus Notes 6.5
Lotus Notes 8.5
Lotus Notes R5
Management (Videos)
Management Fundamentals
Management Skills Introduction

Managing Change
Managing Within The Law (Videos)
Motivation
Motivation Methods and Strategies
Negotiating
Office 2000
Office 2003
Office 2007
Office 2010
Office XP
Outlook 2002
Outlook 2003
Outlook 2003 to 2010 Upgrade
Outlook 2007
Outlook 2010
Paint Shop Pro 5
PC Applications
Photoshop
Photoshop 7
Photoshop CS
Photoshop CS4
PowerPoint 2000 MOS
PowerPoint 2002
PowerPoint 2003
PowerPoint 2003 to 2010 Upgrade
PowerPoint 2007
PowerPoint 2010
Presentation Fundamentals
Problem Solving Through Productive Thinking
Project 2000 MOS
Project 2003
Project 2007
Project Management
Project Management from a People Perspective
Project Management Professional Certification 2005
Project Management Professional Certification 2009
Project Management Professional Certification 2011
QuickBooks
QuickBooks 2004
Retirement Planning
Sales and Marketing (Videos)

SAP R/3 Release 4.6
Sarbanes-Oxley Act
Self-Management (Videos)
Sexual Harassment in the Workplace
SharePoint 2003
SharePoint 2007
SharePoint 2010
Six Sigma (Videos)
Stress Management
Teams That Work
Time Management for Maximum Productivity
Time Management Fundamentals
Visio 2002
Visio 2007
Windows 2000 Basics – Client
Windows 7
Windows Vista
Windows XP Upgrade
Word 2000 MOS
Word 2000 MOS Expert
Word 2002
Word 2003
Word 2003 to 2010 Upgrade
Word 2007
Word 2010
Word 2010 MOS
Work and Life Balance (Videos)
Workplace Environment (Videos)
Works



Technical Course List

Series Titles
AJAX
C
CGI/Perl
CICS/ESA
Cisco Related Series by MindLeaders BCMSN 642-811
Cisco Related Series by MindLeaders BCMSN 642-812
Cisco Related Series by MindLeaders BCRAN 642-821
Cisco Related Series by MindLeaders BSCI 642-801
Cisco Related Series by MindLeaders BSCI 642-901
Cisco Related Series by MindLeaders CCDA 640-863
Cisco Related Series by MindLeaders CCNA 640-801
Cisco Related Series by MindLeaders CCNA 640-802
Cisco Related Series by MindLeaders CIT 642-831
Cisco Related Series by MindLeaders ICND1 640-822
Cisco Related Series by MindLeaders ICND2 640-816
Cisco Related Series by MindLeaders ISCW 642-825
Cisco Related Series by MindLeaders ONT 642-845
Cisco Related Series by MindLeaders SWITCH 642-813
Cisco Related Series by MindLeaders TSHOOT 642-832
CIW Foundations 1D0-510
CISSP Security Professional
CIW Security 1D0-470
Client/Server
CMS (Conversational Monitor System)
COBOL
COBOL (New)
COBOL (OS/VS)
ColdFusion MX
CompTIA A+ 2006 (220-601)
CompTIA A+ 2006 (220-602)
CompTIA A+ 2006 (220-603)
CompTIA A+ 2006 (220-604)
CompTIA A+ 2009 Essentials (220-701)

CompTIA A+ 2009 Practical Application (220-702)
CompTIA Network+ 2005 (N10-003)
CompTIA Network+ 2009 (N10-004)
CompTIA Security+ 2007 (SY0-101)
CompTIA Security+ 2008 (SY0-201)
CompTIA Security+ 2011 (SY0-301)
CompTIA Server+ 2005 (SK0-002)
Data Warehousing
DB2
DB2 Universal Database
Dynamic HTML
EASYTRIEVE
FOCUS
GUI Design
IIS 6
Internet Marketing
ISPF
ITIL Version 2 Foundation Certificate EX0-100
ITIL Version 3 Foundation Certificate EX0-101
Java 1.2
Java 1.4 Programmer Certification 310-035
Java 2 5.0 Programmer Certification 310-055
Java 2 5.0 Programming
Java 2 Developer SCJD CX-310-252A/CX-310-027
Java 2 Enterprise Design
Java Web Services
JavaScript
JCL
Linux
Linux Red Hat Technician RHCT RH202
Micro Focus COBOL Workbench 4
Microsoft .NET 2.0 App Development MCTS 70-536
Microsoft .NET 2.0 Distributed Apps MCTS 70-529
Microsoft .NET 2.0 Web Development MCTS 70-528
Microsoft .NET 2.0 Windows Development MCTS 70-526
Microsoft .NET 3.5 ASP.NET Apps MCPD 70-564
Microsoft .NET 3.5 ASP.NET Apps MCTS 70-562
Microsoft .NET 3.5 Enterprise Apps MCPD 70-565
Microsoft .NET 3.5 Forms Development MCTS 70-505
Microsoft .NET 3.5 Windows Apps MCPD 70-563
Microsoft .NET Implementing Applications

Microsoft .NET Solution Architectures
Microsoft Exchange 2000 Server Administration
Microsoft Exchange Server 2003 Implement, Manage
Microsoft Exchange Server 2007 MCTS 70-236
Microsoft Exchange Server 2010 MCTS 70-662
Microsoft Exchange Server 5.5
Project 2007 MCTS 70-632
Microsoft Project Server 2003
Microsoft SharePoint Server 2007 MCTS 70-542
Microsoft SharePoint Server 2007 MCTS 70-630
Microsoft SQL Server 2000 Admin, Config, Install
Microsoft SQL Server 2000 Design, Implement
Microsoft SQL Server 2005 Admin MCITP 70-444
Microsoft SQL Server 2005 Data Access MCITP 70-442
Microsoft SQL Server 2005 Design MCITP 70-443
Microsoft SQL Server 2005 MCTS 70-431
Microsoft SQL Server 2005 Solutions MCITP 70-441
Microsoft SQL Server 2005 Upgrade MCITP 70-447
Microsoft SQL Server 2008 Maintenance MCTS 70-432
Microsoft SQL Server 2008 Database MCTS 70-433
Microsoft SQL Server 6.5 Admin, Config, Install
Microsoft SQL Server 7 Admin, Config, Install
MVS
Notes 5 Programming
Novell 560 CNE
Novell 570 CNE Advanced Administration
Object-Oriented Analysis and Design
OOP Using C++
Oracle
Oracle 10g Administration
Oracle 10g Database Administration II 1Z0-043
Oracle Database 11g Administration I (1Z0-052)
Oracle Database 11g Administration II (1Z0-053)
Oracle Database 11g SQL Fundamentals I (1Z0-051)
Oracle8
Oracle9i Database Fundamentals 1Z0-031
Oracle9i Database Fundamentals II 1Z0-032
Oracle9i Database Performance Tuning 1Z0-033
Oracle9i SQL 1Z0-007
PHP and MySQL

PowerBuilder 9 Advanced Development
QMF
Rational Unified Process
RDBMS Fundamentals
REXX Programming
RPG IV Programming
Running an Online Business
SAS 6
SAS 8
Solaris 8 System Administrator 310-011
Solaris 9 System Administrator 310-014/310-015
SQL
SQL for the Mainframe Environment
SQL for the Windows Environment
Sybase
TCP/IP
TSO/E
UML 2.0
UNIX Systems
Visual Basic .NET Web Applications
Visual Basic .NET Web Services
Visual Basic .NET Windows Applications
Visual Basic 2005
Visual Basic 6
Visual C#
Visual C# .NET Web Applications
Visual C# .NET XML Web Services
Visual InterDev 6
Visual Studio .NET Advanced Topics
Visual Studio .NET and ASP.NET
Visual Studio .NET Overview
Visual Studio .NET Programming with Visual C#
Vmware Certified Professional VCP-410: 1 Introducing vSphere 4
VSAM
Web Design and Graphics
Web Publishing and Design with HTML 4.01 and XHTML
WebSphere 5.0 Studio Application Developer & J2EE
WebSphere 7.0 with Rational Application Developer
Windows 2000 Active Directory Services
Windows 2000 Directory Design

Windows 2000 Network Administration
Windows 2000 Network Design
Windows 2000 Network Security Design
Windows 2000 Professional Admin, Config, Install
Windows 2000 Server Admin, Config, Install
Windows 2000 Server Basics
Windows 2000 Server Network Management
Windows 7 Configuration MCTS 70-680
Windows 7 Upgrade
Windows Server 2003
Windows Server 2003 Active Directory MCSE 70-294
Windows Server 2003 Administration MCSE 70-290
Windows Server 2003 Infrastructure MCSE 70-297
Windows Server 2003 Network Management MCSE 70-291
Windows Server 2003 Network Planning MCSE 70-293
Windows Server 2003 Security Admin MCP 70-299
Windows Server 2003 Security MCSE 70-298
Windows Server 2008 Active Directory MCTS 70-640
Windows Server 2008 Applications MCTS 70-643
Windows Server 2008 Enterprise Admin MCITP 70-647
Windows Server 2008 Networking MCTS 70-642
Windows Server 2008 Server Admin MCITP 70-646
Windows SharePoint Services 3.0 MCTS 70-541
Windows SharePoint Services 3.0 MCTS 70-631
Windows Vista & Office 2007 Desktops MCTS 70-624
Windows Vista Configuration MCTS 70-620
Windows Vista Enterprise Support MCITP 70-622
Windows Vista Upgrade
Windows XP Application Support MCDST 70-272
Windows XP Professional MCSE 70-270
Windows XP System Support MCDST 70-271
XEDIT
XML

Expanded Offering of On-Line Live Classes

The past few years, ITS and New Horizons Jackson provided you with Mentored Learning, where a student sat in classes with pre-recorded instruction supplemented by a live New Horizons Jackson instructor to answer questions. The only limiting factor was that the local instructor, aka “the mentor,” had to be an expert on the material being delivered in order to mentor you. Finding a local “subject matter expert” in every technology application is virtually impossible.

We now have access to the best instructors from the 300+ New Horizons Centers® around the world to teach all the most popular courses locally in Jackson, Mississippi. For the student it means sitting in a live class where you are signed onto a computer, viewing and listening to a live instructor, asking questions when you desire in real time, and hearing discussions between students who could be in Alabama, North Dakota or Ireland. The student still receives the live instruction everyone wants. For your agency, it means saving the travel expense involved in sending employees to an expensive, faraway city for training. The agency maintains access to its valued employee in case of an emergency. This is a “win-win” situation!

Now, in addition to the traditional instructor-led classes offered through local New Horizons subject matter experts (Richard, John and Chris), we are able to offer Cisco, Citrix, VMware, high-end Microsoft, Oracle, high-end .net, high-end security, and an abundance of soft skill instruction here in Mississippi through ON-LINE LIVE. Your classmates in these classes are people from around the country that are just like you, with challenges just like yours, doing jobs just like yours. By taking a class with these other people, you will benefit from their questions, participation, and real life experiences.

The schedule of On-Line Live classes is listed on the following pages. PLEASE CALL SUSAN MCCLAIN AT (601) 432-8186 TO SCHEDULE AN ON-LINE LIVE CLASS.

**ALL ON-LINE LIVE CLASSES BEGIN PROMPTLY AT 8:00 A.M.
STUDENTS MUST ARRIVE BY 7:45 A.M. IN ORDER TO ALLOW CLASS TO BEGIN ON TIME.**

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	Date	Location	ITS Price
10135A Configuring Managing and Troubleshooting Microsoft Exchange Server 2010 (HV)	1/9/2012 8:00	Online Live	2115.00
	1/16/2012 8:00	Online Live	
	1/23/2012 8:00	Online Live	
	1/30/2012 8:00	Online Live	
	2/6/2012 8:00	Online Live	
	2/13/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	2/27/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/19/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
10159A Updating Your Windows Server 2008 Technology Specialist Skills to R2 (HV)	5/21/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
10174A Configuring and Managing Microsoft SharePoint 2010 (HV)	02/13/2012	Online Live	1270.00
	03/21/2012	Online Live	
	04/30/2012	Online Live	
	1/9/2012 8:00	Online Live	
	1/16/2012 8:00	Online Live	
	1/30/2012 8:00	Online Live	
	2/6/2012 8:00	Online Live	
	2/13/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	2/27/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
		Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

10175A Developing and Customizing Applications for Microsoft SharePoint 2010 (HV)	3/12/2012 8:00	Online Live	2115.00
	3/19/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
	1/16/2012 8:00	Online Live	
	1/30/2012 8:00	Online Live	
10215A Implementing and Managing Microsoft Server Virtualization	2/13/2012 8:00	Online Live	2115.00
	2/27/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
	01/09/2012	Online Live	
	01/30/2012	Online Live	
	02/13/2012	Online Live	
	02/27/2012	Online Live	
	03/12/2012	Online Live	
	03/26/2012	Online Live	
	04/23/2012	Online Live	
	05/21/2012	Online Live	
	06/18/2012	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

10231A Designing and Deploying Microsoft SharePoint 2010 (HV)	1/16/2012 8:00	Online Live	2115.00
	2/13/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	1/9/2012 8:00	Online Live	2115.00
	2/6/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
10232A Designing Applications for Microsoft SharePoint 2010 (HV)			
10233A Designing and Deploying Messaging Solutions with Microsoft Exchange Server 2010 (HV)	1/30/2012 8:00	Online Live	2115.00
	3/12/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
10262A Developing Windows Applications with Microsoft Visual Studio 2010 (HV)	1/9/2012 8:00	Online Live	2115.00
	2/20/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
10263A Developing Windows Communication Foundation Solutions with Microsoft Visual Studio 2010 (HV)	2/1/2012 8:00	Online Live	2115.00
	3/12/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/30/2012 8:00	Online Live	
10264A Developing Web Applications with Microsoft Visual Studio 2010 (HV)	1/23/2012 8:00	Online Live	2115.00
	2/6/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	5/21/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
10265A Developing Data Access Solutions with Microsoft Visual Studio 2010 (HV)	1/23/2012 8:00	Online Live	2115.00
	3/19/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
10266A Programming in C# with Microsoft Visual Studio 2010 (HV)	1/16/2012 8:00	Online Live	2115.00
	2/6/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
10267A Introduction to Web Development with Microsoft Visual Studio 2010 (HV)	1/9/2012 8:00	Online Live	2115.00
	1/30/2012 8:00	Online Live	
	2/13/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	3/19/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
10324A Implementing and Managing Microsoft Desktop Virtualization	1/23/2012 8:00	Online Live	2115.00
	4/2/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
10325A Automating Administration with Windows PowerShell 2.0 (HV)	1/9/2012 8:00	Online Live	2115.00
	1/23/2012 8:00	Online Live	
	2/13/2012 8:00	Online Live	
	3/19/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
6/4/2012 8:00	Online Live		

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	6/25/2012 8:00	Online Live	
10337A Updating Your Microsoft SQL Server 2008 BI Skills to SQL Server 2008 R2 (HV)	2/6/2012 8:00	Online Live	1270.00
	4/18/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
	2/15/2012 8:00	Online Live	1270.00
10508A Planning Deploying and Managing Microsoft Exchange 2010 Unified Messaging			
10533A Deploying Configuring and Administering Microsoft Lync Server 2010	1/9/2012 8:00	Online Live	2115.00
	1/23/2012 8:00	Online Live	
	2/6/2012 8:00	Online Live	
	2/27/2012 8:00	Online Live	
	3/19/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
10534A Planning and Designing a Microsoft Lync Server 2010 Solution	1/16/2012 8:00	Online Live	2115.00
	2/13/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
10550A Programming in Visual Basic with Microsoft Visual Studio 2010 (HV)	1/16/2012 8:00	Online Live	2115.00
	2/27/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	1/9/2012 8:00	Online Live	1270.00
10805A: Microsoft SharePoint 2010 Search for Application Developers	2/27/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	1/12/2012 8:00	Online Live	850.00
10806A: Microsoft FAST Search Server 2010 for SharePoint for Application Developers	3/1/2012 8:00	Online Live	
	4/19/2012 8:00	Online Live	
	6/7/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

2310D Developing Microsoft ASP.NET Web Applications Using Visual Studio .NET (CS and VB)	2/27/2012 8:00 4/9/2012 8:00 6/25/2012 8:00	Online Live Online Live Online Live	2115.00
2780B Maintaining a Microsoft SQL Server 2005 Database	3/19/2012 8:00	Online Live	2115.00
4995A Programming with the Microsoft .NET Framework using Microsoft Visual Studio 2005 (CS and VB)	2/6/2012 8:00	Online Live	2115.00
	4/2/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
5927A Microsoft Office Project 2007 Managing Projects	1/17/2012 8:00 2/15/2012 8:00 3/19/2012 8:00 4/16/2012 8:00 5/30/2012 8:00	Online Live Online Live Online Live Online Live Online Live	1270.00
6158C Updating Your SQL Server® 2005 Skills to SQL Server 2008	2/13/2012 8:00 4/30/2012 8:00	Online Live Online Live	1270.00
6231B Maintaining a Microsoft SQL Server 2008 Database (HV)	1/23/2012 8:00	Online Live	2115.00
	2/6/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
6232B Implementing a Microsoft SQL Server 2008 R2 Database (HV)	6/4/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
	1/16/2012 8:00	Online Live	2115.00
	1/30/2012 8:00	Online Live	
	2/27/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

6234A Implementing and Maintaining Microsoft SQL Server 2008 Analysis Services	1/11/2012 8:00	Online Live	1270.00
	1/25/2012 8:00	Online Live	
	2/8/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	3/7/2012 8:00	Online Live	
	3/21/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
6235A Implementing and Maintaining Microsoft SQL Server 2008 Integration Services	1/16/2012 8:00	Online Live	1270.00
	1/30/2012 8:00	Online Live	
	2/13/2012 8:00	Online Live	
	2/27/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/28/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/9/2012 8:00	Online Live	
	5/30/2012 8:00	Online Live	
6236A Implementing and Maintaining Microsoft SQL Server 2008 Reporting Services	6/25/2012 8:00	Online Live	1270.00
	1/4/2012 8:00	Online Live	
	1/18/2012 8:00	Online Live	
	1/30/2012 8:00	Online Live	
	2/15/2012 8:00	Online Live	
	3/14/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/11/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
6292A Installing and Configuring Windows 7 Client (HV)	6/11/2012 8:00	Online Live	1270.00
	6/27/2012 8:00	Online Live	
	1/4/2012 8:00	Online Live	
	1/9/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	1/16/2012 8:00	Online Live	
	2/1/2012 8:00	Online Live	
	2/6/2012 8:00	Online Live	
	2/13/2012 8:00	Online Live	
	2/22/2012 8:00	Online Live	
	2/29/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/21/2012 8:00	Online Live	
	3/28/2012 8:00	Online Live	
	4/25/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
6293A Troubleshooting and Supporting Windows 7 in the Enterprise (HV)	3/5/2012 8:00	Online Live	1270.00
	4/4/2012 8:00	Online Live	
	5/30/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
6294A Planning and Managing Windows 7 Desktop Deployments and Environments (HV)	1/16/2012 8:00	Online Live	2115.00
	2/13/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
6367A Introduction to Object Oriented Programming using Microsoft Visual Studio 2008 (VB)	02/08/2012	Online Live	1270.00
	03/26/2012	Online Live	
	05/07/2012	Online Live	
	06/18/2012	Online Live	
6368A Programming with the Microsoft .NET Framework using Microsoft Visual Studio 2008 (CS and VB)	1/23/2012 8:00	Online Live	2115.00
	3/19/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
6416C Updating your Network Infrastructure and Active Directory Technology Skills to Windows Server 2008	1/23/2012 8:00	Online Live	2115.00
	3/5/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	6/25/2012 8:00	Online Live	
6417B Updating your Applications Infrastructure Technology Skills to Windows Server 2008	2/22/2012 8:00	Online Live	1270.00
	5/30/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	1270.00
6418C Deploying Windows Server 2008 (HV)	1/9/2012 8:00	Online Live	2115.00
6419B Configuring Managing and Maintaining Windows Server 2008 Servers (HV)	1/23/2012 8:00	Online Live	
	2/6/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	3/19/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
6420B Fundamentals of Windows Server 2008 Network and Applications Infrastructure (HV)	1/16/2012 8:00	Online Live	2115.00
	2/13/2012 8:00	Online Live	
	2/27/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
6421B Configuring and Troubleshooting a Windows Server 2008 Network Infrastructure (HV)	1/9/2012 8:00	Online Live	2115.00
	1/16/2012 8:00	Online Live	
	1/30/2012 8:00	Online Live	
	2/13/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
6422A Implementing and Managing Windows Server 2008 Hyper-V	5/21/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	1/18/2012 8:00	Online Live	1270.00
	2/15/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	4/9/2012 8:00 5/7/2012 8:00 5/30/2012 8:00	Online Live Online Live Online Live	
6423A Implementing and Managing Windows Server 2008 Clustering	1/23/2012 8:00 2/22/2012 8:00 3/21/2012 8:00 4/18/2012 8:00 5/30/2012 8:00	Online Live Online Live Online Live Online Live Online Live	1270.00
6425C Configuring and Troubleshooting Windows Server 2008 Active Directory Domain Services (HV)	1/9/2012 8:00 1/16/2012 8:00 1/23/2012 8:00 2/6/2012 8:00 2/13/2012 8:00 2/20/2012 8:00 3/5/2012 8:00 4/2/2012 8:00 4/16/2012 8:00 4/23/2012 8:00 4/30/2012 8:00 5/14/2012 8:00 6/11/2012 8:00 6/25/2012 8:00	Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live	2115.00
6426C Configuring and Troubleshooting Identity and Access Solutions with Windows Server 2008 Active Directory (HV)	1/4/2012 8:00 1/16/2012 8:00 2/1/2012 8:00 2/15/2012 8:00 2/27/2012 8:00 3/14/2012 8:00 3/26/2012 8:00 4/25/2012 8:00 5/16/2012 8:00 5/30/2012 8:00 6/25/2012 8:00	Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live	1270.00
6427A Configuring and Troubleshooting Internet Information	1/9/2012 8:00	Online Live	1270.00

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

Services 7.0 in Windows Server 2008	1/30/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
6428A Configuring and Troubleshooting Windows Server 2008 Terminal Services	1/12/2012 8:00	Online Live	850.00
	2/2/2012 8:00	Online Live	
	2/23/2012 8:00	Online Live	
	3/15/2012 8:00	Online Live	
	4/26/2012 8:00	Online Live	
	6/7/2012 8:00	Online Live	
6430B Planning for Windows Server 2008 Servers	1/4/2012 8:00	Online Live	2115.00
	1/23/2012 8:00	Online Live	
	2/6/2012 8:00	Online Live	
	2/29/2012 8:00	Online Live	
	3/14/2012 8:00	Online Live	
6431A - Managing and Maintaining Windows Server 2008 Network Infrastructure Servers	1/19/2012 8:00	Online Live	850.00
6432A Managing and Maintaining Windows Server 2008 Active Directory Servers	3/8/2012 8:00	Online Live	850.00
6433A Planning and Implementing Windows Server 2008	1/23/2012 8:00	Online Live	2115.00
	3/5/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
6435A Designing a Windows Server 2008 Network Infrastructure	2/27/2012 8:00	Online Live	2115.00
	5/7/2012 8:00	Online Live	
6436A Designing a Windows Server 2008 Active Directory Infrastructure and Services	1/9/2012 8:00	Online Live	2115.00
	2/6/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	6/25/2012 8:00	Online Live	
6437A Designing a Windows Server 2008 Applications Infrastructure	1/4/2012 8:00	Online Live	1270.00
	3/19/2012 8:00	Online Live	
	5/30/2012 8:00	Online Live	
6451B Planning Deploying and Managing Microsoft System Center Configuration Manager 2007 (HV)	1/9/2012 8:00	Online Live	2115.00
	1/23/2012 8:00	Online Live	
	2/6/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
6460A Visual Studio 2008: Windows Presentation Foundation (CS and VB)	2/27/2012 8:00	Online Live	1270.00
	5/30/2012 8:00	Online Live	
6461A Windows Communication Foundation (CS and VB)	03/12/2012	Online Live	1270.00
	06/06/2012	Online Live	
6463A Visual Studio 2008: ASP.NET 3.5 (CS and VB)	2/6/2012 8:00	Online Live	850.00
	5/10/2012 8:00	Online Live	
6464A Visual Studio 2008: ADO.NET 3.5 (CS and VB)	2/20/2012 8:00	Online Live	850.00
	4/26/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
Acrobat 10.0 - Level 1	1/18/2012 8:00	Online Live	585.00
	2/2/2012 8:00	Online Live	
	2/17/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	4/4/2012 8:00	Online Live	
	4/19/2012 8:00	Online Live	
	5/4/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/5/2012 8:00	Online Live	
	6/20/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

Acrobat 10.0 - Level 2	1/24/2012 8:00	Online Live	585.00
	2/8/2012 8:00	Online Live	
	2/23/2012 8:00	Online Live	
	3/13/2012 8:00	Online Live	
	4/12/2012 8:00	Online Live	
	4/26/2012 8:00	Online Live	
	5/11/2012 8:00	Online Live	
	5/30/2012 8:00	Online Live	
	6/14/2012 8:00	Online Live	
	6/29/2012 8:00	Online Live	
Certified Ethical Hacker (CEH)	1/9/2012 8:00	Online Live	2875.00
	1/23/2012 8:00	Online Live	
	1/30/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	
	2/27/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
	2/6/2012 8:00	Online Live	3115.00
	4/9/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	3115.00
	2/20/2012 8:00	Online Live	3115.00
Cisco - Deploying Cisco ASA Firewall Features (FIREWALL)			
Cisco - Deploying Cisco ASA VPN Solutions (VPN) v1.0			
Cisco - Implementing Cisco Intrusion Prevention System (IPS) v7.0			
Cisco - Implementing Cisco IOS Network Security (IINS)			

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

Cisco - Implementing Cisco IP Routing (ROUTE)	1/9/2012 8:00	Online Live	2995.00
	2/6/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
Cisco - Implementing Cisco Unified Communications Manager Part 1 (CIPT1) v8.0	2/27/2012 8:00	Online Live	3270.00
	5/7/2012 8:00	Online Live	
Cisco - Implementing Cisco Unified Communications Manager Part 2 (CIPT2) v8.0	1/9/2012 8:00	Online Live	3270.00
	4/2/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
Cisco - Implementing Cisco Voice Communications and QoS v8.0 (CVOICE)	2/6/2012 8:00	Online Live	3270.00
	4/30/2012 8:00	Online Live	
Cisco - Implementing Switch Networks (SWITCH)	1/23/2012 8:00	Online Live	2995.00
	2/20/2012 8:00	Online Live	
	3/19/2012 8:00	Online Live	
	4/16/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
Cisco - Integrating Cisco Unified Communications Applications (CAPPS) v8.0	3/19/2012 8:00	Online Live	3115.00
Cisco - Interconnecting Cisco Networking Devices Accelerated (CCNAX) v1.1	1/16/2012 8:00	Online Live	3355.00
	1/30/2012 8:00	Online Live	
	2/13/2012 8:00	Online Live	
	2/27/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
Cisco - Interconnecting Cisco Networking Devices Part 1 (ICND1) v1.1	6/18/2012 8:00	Online Live	
	1/9/2012 8:00	Online Live	2115.00
	2/6/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	2/20/2012 8:00	Online Live	
	3/5/2012 8:00	Online Live	
	3/19/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/30/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
	6/4/2012 8:00	Online Live	
	6/18/2012 8:00	Online Live	
Cisco - Interconnecting Cisco Networking Devices Part 2 (ICND2) v1.1	1/16/2012 8:00	Online Live	2115.00
	1/30/2012 8:00	Online Live	
	2/27/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	3/26/2012 8:00	Online Live	
	4/9/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/21/2012 8:00	Online Live	
	6/11/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
Cisco - Introducing Cisco Voice and Unified Communications Administration (ICOMM) v8.0	1/16/2012 8:00	Online Live	3115.00
	4/2/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
Cisco - Securing the Cisco Routers and Switches (SECURE)	1/16/2012 8:00	Online Live	3115.00
Cisco - Troubleshooting and Maintaining Cisco IP Networks (TSHOOT)	1/30/2012 8:00	Online Live	2995.00
	2/20/2012 8:00	Online Live	
	3/12/2012 8:00	Online Live	
	4/2/2012 8:00	Online Live	
	4/23/2012 8:00	Online Live	
	5/14/2012 8:00	Online Live	
Cisco - Troubleshooting Cisco Unified Communications (TVOICE) v8.0	6/11/2012 8:00	Online Live	
	2/20/2012 8:00	Online Live	2455.00
	6/4/2012 8:00	Online Live	
CISSP: Certified Information Systems Security Professional (EK)	1/16/2012 8:00	Online Live	2875.00
	2/13/2012 8:00	Online Live	
	3/19/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	5/14/2012 8:00	Online Live	
	6/14/2012 8:00	Online Live	
	6/25/2012 8:00	Online Live	
Dreamweaver CS5 - Level 1	1/20/2012 8:00	Online Live	585.00
	2/9/2012 8:00	Online Live	
	2/23/2012 8:00	Online Live	
	3/7/2012 8:00	Online Live	
	4/3/2012 8:00	Online Live	
	4/18/2012 8:00	Online Live	
	5/1/2012 8:00	Online Live	
	5/16/2012 8:00	Online Live	
	5/31/2012 8:00	Online Live	
	6/27/2012 8:00	Online Live	
Dreamweaver CS5 - Level 2	1/23/2012 8:00	Online Live	585.00
	2/10/2012 8:00	Online Live	
	2/24/2012 8:00	Online Live	
	3/8/2012 8:00	Online Live	
	4/6/2012 8:00	Online Live	
	4/20/2012 8:00	Online Live	
	5/2/2012 8:00	Online Live	
	5/17/2012 8:00	Online Live	
	6/1/2012 8:00	Online Live	
	6/28/2012 8:00	Online Live	
InfoPath 2010 - Creating InfoPath Forms	1/31/2012 8:00	Online Live	295.00
	5/9/2012 8:00	Online Live	
	6/29/2012 8:00	Online Live	
Microsoft SharePoint Designer 2010 - Level 1	1/3/2012 8:00	Online Live	295.00
	2/1/2012 8:00	Online Live	
	3/22/2012 8:00	Online Live	
	4/13/2012 8:00	Online Live	
	5/7/2012 8:00	Online Live	

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

	5/30/2012 8:00 6/22/2012 8:00	Online Live Online Live	
Microsoft SharePoint Designer 2010 - Level 2	1/17/2012 8:00 3/12/2012 8:00 4/6/2012 8:00 5/11/2012 8:00 6/5/2012 8:00	Online Live Online Live Online Live Online Live Online Live	295.00
Microsoft SharePoint Foundation 2010 - Level 1 (HV)	1/5/2012 8:00 2/2/2012 8:00 2/15/2012 8:00 2/22/2012 8:00 3/29/2012 8:00 4/9/2012 8:00 4/25/2012 8:00 5/24/2012 8:00 6/7/2012 8:00 6/19/2012 8:00	Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live	550.00
Microsoft SharePoint Foundation 2010 - Level 2 (HV)	1/25/2012 8:00 2/8/2012 8:00 2/20/2012 8:00 3/20/2012 8:00 4/4/2012 8:00 4/19/2012 8:00 5/15/2012 8:00 5/31/2012 8:00 6/11/2012 8:00 6/27/2012 8:00	Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live	550.00
Oracle Database 11g - Administration I	1/9/2012 8:00 4/9/2012 8:00 5/21/2012 8:00	Online Live Online Live Online Live	2115.00
Oracle Database 11g - Administration II	1/16/2012 8:00 5/7/2012 8:00 6/25/2012 8:00	Online Live Online Live Online Live	2115.00

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

Oracle Database 11G - PL/SQL Fundamentals	1/9/2012 8:00 2/13/2012 8:00 3/19/2012 8:00 4/23/2012 8:00	Online Live Online Live Online Live Online Live	2115.00
Oracle Database 11g - SQL Fundamentals	1/30/2012 8:00 6/4/2012 8:00	Online Live Online Live	2115.00
Visio Professional 2010 - Level 1 (HV)	1/10/2012 8:00 1/30/2012 8:00 2/7/2012 8:00 2/23/2012 8:00 3/8/2012 8:00 3/29/2012 8:00 4/11/2012 8:00 4/26/2012 8:00 5/3/2012 8:00 5/31/2012 8:00 6/22/2012 8:00	Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live	295.00
Visio Professional 2010 - Level 2	1/5/2012 8:00 1/19/2012 8:00 2/6/2012 8:00 2/15/2012 8:00 3/1/2012 8:00 3/12/2012 8:00 4/4/2012 8:00 4/16/2012 8:00 5/2/2012 8:00 5/9/2012 8:00 6/6/2012 8:00 6/27/2012 8:00	Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live Online Live	295.00
VMWare Install Configure and Maintain	To be announced	Online Live	3235.00
VMWare Fast Track Boot Camp 4.1	To be announced	Online Live	4435.00
VMWare What's New 5.0	To be announced	Online Live	1315.00
VMWare Troubleshooting	To be announced	Online Live	2995.00
VMWareView Install Configure and Maintain	To be announced	Online Live	2635.00

ON-LINE LIVE TRAINING SCHEDULE AT NEW HORIZONS

Web Design with XHTML, HTML and CSS Level 1	01/06/2012	Online Live	295.00
	01/31/2012	Online Live	
	02/22/2012	Online Live	
	03/09/2012	Online Live	
	03/30/2012	Online Live	
	04/23/2012	Online Live	
	05/15/2012	Online Live	
	06/04/2012	Online Live	
Web Design with XHTML, HTML and CSS Level 2	01/12/2012	Online Live	295.00
	02/09/2012	Online Live	
	02/28/2012	Online Live	
	03/26/2012	Online Live	
	04/10/2012	Online Live	
	04/30/2012	Online Live	
	05/23/2012	Online Live	
	06/11/2012	Online Live	
XML - An Introduction to Extensible Markup	2/2/2012 8:00	Online Live	335.00
	3/20/2012 8:00	Online Live	
	4/27/2012 8:00	Online Live	
	6/7/2012 8:00	Online Live	

ITS Institute

Student Registration Form

ITS Use Only

Entered by: _____

Date: _____

Name Mr./Ms.:		Social Security Number:	
Agency & Division Name:		Office Phone:	Fax Number:
Office Address: (Specify Handmail, if applicable)		Cell Phone:	
City:	State:	Zip:	Email Address:

Course No./Name	Section 1 st Choice	Section 2 nd Choice	Dates/Times	Course Cost	Materials Needed *
					All None
					All None
					All None
					All None

* Circle All or None. See the current schedule for materials needed for each course.

☐ Bill State Agency

**PLEASE DO NOT PREPAY.
AGENCIES WILL BE BILLED
FOR COURSE COSTS.**

Agency/Employer Code: _____

Provider Number: _____

Agency must provide a 3-digit agency code and an 11-digit provider number for billing purposes. This information may be obtained from the SAAS (Statewide Automated accounting System) or the Education Assistant at (601) 432-8186.

☐ Bill Student ☐ Bill Non-State Agency

All non-state employees and any registrant whose agency is not paying for the course will be billed and must pay tuition and materials BEFORE the class begins.

Billing will be sent to the address given in the Student Information section, unless otherwise specified.

Supervisor Name:			Office Phone:
Supervisor Address: (Specify Handmail, if applicable)			
City:	State:	Zip:	Email Address:

Please Read Carefully Before Signing:

All registration forms MUST be signed by the individual responsible for payment. If the student cancels a vendor-conducted course within thirty (30) days of the first class meeting or an ITS-conducted course within ten (10) days of the first class meeting, the agency/student will be charged the full tuition.

Authorized
Signature: _____

Date: _____

Return form to: ITS Institute, 3771 Eastwood Dr., Jackson, Ms 39211 • Phone: (601) 432-8186 • Fax: (601) 713-6380
For more information on the ITS Institute, visit the website: <http://www.its.ms.gov>

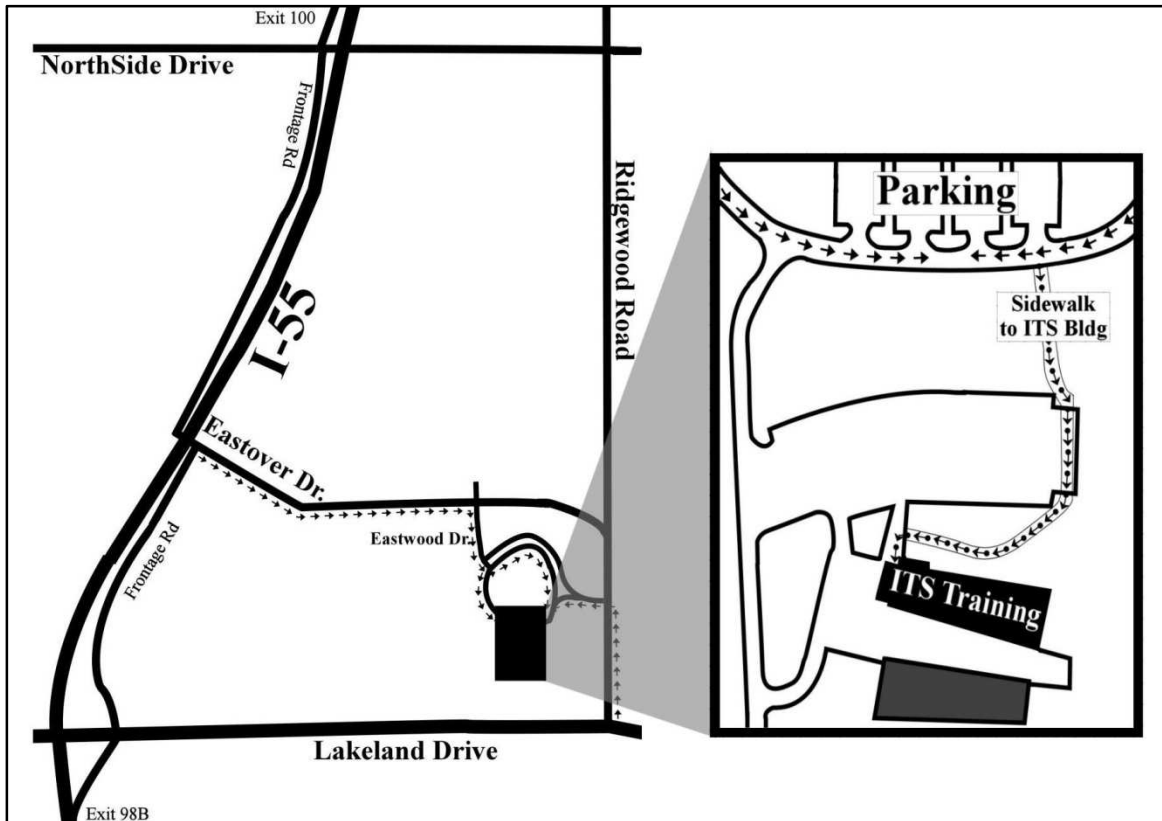
ITS Institute On-Line Training Registration Form		
Name: (Please Print) Mr./Ms.		
Social Security No.:		
Agency & Division Name:		
Office Address: (Specify Handmail, if applicable)		
City:	State:	Zip:
Office Phone:		
Fax Number:		
Cell Phone:		
Email Address:		
Course No./Name:		
ANNUAL SUBSCRIPTION FOR ON-LINE TRAINING		
COURSE COST: PLEASE CHECK ONE		
() ANNUAL SUBSCRIPTION FOR COMBINED FULL LIBRARY ON-LINE TRAINING \$190 per person (includes Technical and Business courses)		
() ANNUAL SUBSCRIPTION FOR TECHNICAL LIBRARY ON-LINE TRAINING \$140 per person (includes Technical courses only)		
() ANNUAL SUBSCRIPTION FOR BUSINESS LIBRARY ON-LINE TRAINING \$110 per person (includes Business courses only)		
<input type="checkbox"/> Bill State Agency PLEASE DO NOT PREPAY. AGENCIES WILL BE BILLED FOR COURSE COSTS.		<input type="checkbox"/> Bill Student <input type="checkbox"/> Bill Non-State Agency All non-state employees and any registrant whose agency is not paying for the course will be billed and must pay tuition and materials BEFORE the class begins.
Agency/Employer Code: _____		
Provider No.: _____		
Supervisor's Name: (Please Print)		
<i>All registration forms MUST be signed by the individual responsible for payment.</i>		
_____ Authorized Signature		

PLEASE RETURN FORM TO:
 Susan McClain, ITS Education Services
 3771 Eastwood Drive
 Jackson, MS 39211
 Phone: (601) 432-8186
 Fax: (601) 713-6380
 susan.mcclain@its.ms.gov
ITS WEB Home Page:
<http://www.its.ms.gov>

ITS Institute

Map and Directions

3771 Eastwood Drive, Jackson, MS 39211
(601) 432-8000



From North of Jackson:

- Take I-55 South to the Northside Drive exit (Exit 100).
- Get on I-55 Frontage Road South and cross over Meadowbrook Road.
- Continue on the frontage road until you reach Eastover Drive.
- Turn left onto Eastover Drive.
- Go under I-55, continuing on Eastover Drive until you reach Eastwood Drive.
- Turn right onto Eastwood Drive and circle around until you reach ITS at 3771 Eastwood Drive.

From South, East, or West of Jackson:

- Take I-20 to I-55 North and take the Lakeland Drive exit (Exit 98B).
- Cross over Lakeland Drive, staying on I-55 Frontage Road North until you reach Eastover Drive.
- Turn right onto Eastover Drive and continue until you reach Eastwood Drive.
- Turn right onto Eastwood Drive and circle around until you reach ITS at 3771 Eastwood Drive.

ITS Contact Information

Executive Director:

Craig Orgeron

(601) 432-8109

craig.orgeron@its.ms.gov

Internal Support Services:

Michele Blocker

(601) 432-8111

michele.blocker@its.ms.gov

Data Services:

Laura Pentecost

(601) 432-8191

mitchell.bounds@its.ms.gov

Strategic Services:

Jimmy Webster

(601) 432-8090

jimmy.webster@its.ms.gov

Information Security Division:

Jay White

(601) 432-8180

jay.white@its.ms.gov

Telecommunications Services:

Roger Graves

(601) 432-8092

roger.graves@its.ms.gov

Information System Services:

Lynn Ainsworth

(601) 432-8150

lynn.ainsworth@its.ms.gov



Department of Information Technology Services

Craig P. Orgeron, Ph.D., Executive Director

3771 Eastwood Drive

Jackson, MS 39211

Telephone (601) 432-8000

Fax (601) 713-6380

Website: www.its.ms.gov

State Portal: www.mississippi.gov